

March 12, 1965

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

The absence of a car robe for my use on March 10, 1965, was completely unjustified and I have determined that your division was responsible for this deficiency. You were certainly at fault in failing to make sure that the necessary equipment was available in the vehicle when it was needed.

Accordingly, you should take immediate steps to prevent similar omissions in the future so that I will not again have to call your attention to derelictions of this nature.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

1 - Mr. J. P. Mohr (Personal Attention)

1 - Administrative Division Personnel File

Based on N. P. Callahan to Mr. Mohr memo, 3/12/65, NPC:jlh.

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

JIC:ped (5)

9 MAR 17 1965

MAIL ROOM ☐ TELETYPE UNIT ☐

FBI

REC'D-READING ROOM

12 1 35 PM '65

REC-135

67-43961-400

Searched _____ Numbered _____

1 MAR 15 1965

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: ADMINISTRATIVE
(Division) (Section, Unit)

Official Position Title and Grade: ASSISTANT DIRECTOR

Rating Period: from April 1, 1964 to MARCH 31, 1965

ADJECTIVE RATING: OUTSTANDING
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by: [Signature] Assistant to the 4/1/65
Signature Title Date

Reviewed by: Clyde A. Tolson Associate Director 4/1/65
Signature Title Date

Rating Approved by: J. Edgar Hoover Director 4/1/65
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REC-143

67-43961-401	
Searched	Numbered 72
1 APR 15 1965	

76
9 APR 16 1965

3-1/2

**NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION**

In his capacity as Assistant Director, Mr. Callahan is responsible for the administration and executive direction for the entire FBI of budgetary and fiscal matters, all phases of personnel management, property procurement and management, graphic and visual presentations, printing and duplicating, and voucher and statistical matters. He has discharged his varied duties in a manner which merits the rating of Outstanding for the period April 1, 1964, to March 31, 1965.

Mr. Callahan, by virtue of his fine appearance and imaginative personality, creates a most favorable impression, making him extremely effective in his contacts with prominent officials in Government as well as private enterprise. He is endowed with superior reasoning power and that practical common sense which enables him to quickly define objectives and arrive at sound conclusions. He is able to process a huge volume of work with dispatch and astuteness while at the same time insuring that each item is completely accurate and in the best interest of the Bureau.

During his career, Mr. Callahan has accepted positions of higher authority willingly and without hesitation and this attitude, coupled with his vast, comprehensive knowledge of all Bureau rules and regulations, makes him eminently qualified for the important post he now holds. He is always alert to initiate improvements in the administrative procedures of the Bureau and has continued to display unusual drive and enthusiasm. He is an inspiration to his associates, by whom he is genuinely respected, and the morale in his division is exceptional.

Throughout his more than thirty years of efficient and dependable service, Mr. Callahan has consistently dedicated his efforts to the betterment of FBI achievements, and he has earned for himself this Outstanding performance rating.

Mr. Tolson

4-5-65

J. P. Mohr

C. LESTER TROTTER
Assistant Director
Identification Division

NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

JOSEPH J. CASPER
Assistant Director
Training Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Trotter, Casper, Callahan and Tavel in which their services have been rated Outstanding for the period 4-1-64 to 3-31-65. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official. Thereafter they must be transmitted to the Department with other such ratings for approval by the Departmental Committee on Incentive Awards. Messrs. Trotter, Casper, Callahan and Tavel will then be entitled to cash incentive awards of \$500 as has been approved in the past for Assistant Directors and above.

RECOMMENDATION:

That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Trotter, Casper, Callahan and Tavel and, upon approval of the ratings by the Departmental Committee on Incentive Awards, that each be furnished a copy of his rating and approved for an incentive award of \$500.

Enclosures

RRB:crt

(5)

- 1 - Personnel File of Joseph J. Casper
- ① - Personnel File of Nicholas P. Callahan
- 1 - Personnel File of William S. Tavel

67-1111-1500
8 APR 15 1965

March 25, 1965

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

The findings of the recent inspection of the Administrative Division have been carefully reviewed and the various operations have been rated as follows: Physical Condition and Maintenance, Specific Division Operations, and Personnel Matters - Very Good; Administrative Operations - Good, and Contacts - Excellent.

Space occupied by your Division was secure, well maintained and organized for efficient operations despite the handicap of being located in four buildings. Any remaining action to correct housekeeping delinquencies noted by the Inspector should be completed promptly. You should diligently explore with General Services Administration the matter involving the accumulation of dust on the pipes and ducts in the Visual Presentation Unit to remove this fire hazard. Also, expedite completing any preparatory steps necessary for prompt utilization by the Exhibits Section of the newly acquired Old Post Office Building space so as to relieve congestion in the Visual Presentation Unit.

In view of our urgent need for a new building in Washington, D. C., you must continue to press for all reasonable haste through close liaison with General Services Administration and keep me currently posted on progress.

In view of the Inspector's finding that Division vehicle operating costs are up, you must intensify stress on economy.

I am favorably impressed by the Inspector's report that since the last inspection you have absorbed significant increases in work through improved productivity of your staff, additional streamlining, and

- 1 - Mr. Callahan (Attention: Mr. C. R. Davidson) (with enclosure)
- ① - Personnel file of Mr. Nicholas P. Callahan
- 1 - Inspection file of Administrative Division

HLE:mbk

(See NOTE last page)

DUPLICATE YELLOW

NOT RECORDED
1 APR 5 1965

Mr. Nicholas P. Callahan

greater use of automatic data processing equipment. You and all units and sections responsible are to be complimented for numerous accomplishments highlighted by the inspection, such as exceptional performance of the Exhibits Section in the Assassination and the MIBURN cases, the continued significant savings realized from operating our typewriter repair shop and the substantial savings already realized and still anticipated from new equipment installed in the Printing Unit.

It is especially heartening to note extensive progress by the Voucher-Statistical Section in increasing and broadening the adaptation of automation to Bureau operations at the Seat of Government and in the field as well. I am convinced there is much unrealized potential in this area and each forward step promises greater economies and improved efficiency. Accordingly, give careful consideration to the Inspector's suggestions for intensifying efforts to orient the Seat of Government and the field to the potentials of automatic data processing equipment.

The other suggestions of the Inspection Staff for strengthening and improving certain operations in the Movement Unit, Applicant Unit, and the Exhibits Section should be promptly implemented as outlined in the suggestion memoranda and workpapers.

Inquiry into your administrative operations revealed a desirable flexibility of employees to handle reasonable fluctuations in the work load; also a commendable alertness to streamlining and economy of operations exemplified by the Division's active suggestion program and money-saving accomplishments. While stenographic production in the Division was well above average, the excessive percentage of retyped pages urgently calls for immediate and sustained stress on accuracy to eliminate errors accounting for most of the retypes.

The Inspector noted that the established schedule for purging the old files of film negatives in the Photographic Unit was not being currently maintained. You must bring this into current status as expeditiously as possible and make certain the schedule is followed hereafter.

The odd-hour shift survey reflected a need for correcting records to indicate the proper section to which one shift should be assigned and to delete two shifts previously authorized but no longer used or needed. Tighter administration must be stressed to keep such records current and accurate. Similarly, I shall expect closer administrative attention to prevent recurrent weaknesses in the matter of daily checks of certain automotive

Mr. Nicholas P. Callahan

equipment such as occurred during the inspection, although independently of it. The effectiveness of the new procedures recommended by you will depend on proper spot checks and tightened supervision.

Regarding personnel matters, the inspection findings justify continuing your authorized agent and clerical ceilings. This conclusion takes full cognizance of increases in work loads, increased employee productivity; substantial streamlining and the urgent need for rigid economy, plus your maximum use of clerks in lieu of agents. It is a pleasure to learn such a large percentage of your personnel are active in the FBI Recreation Association Programs and that employee morale is rated high. Undoubtedly a factor contributing to high morale is your alertness in recommending deserving employees for recognition, it being noted your Division had an increase of thirty-eight instances of such during fiscal year 1964 over the prior fiscal year. Please continue to closely follow the agents' voluntary overtime to maintain it at a reasonably low level, with emphasis on an equitable distribution of the work load. I noted with concern that employee work-related injuries increased by two during eleven months in this inspection over the prior comparable period. Greater emphasis on safety is strongly indicated thereby. I cannot stress too strongly the urgency of keeping costs to an absolute minimum and maintaining all operations on an efficient businesslike basis. Make certain all personnel are kept aware of their constant responsibility for sharing in these essential matters.

The Inspector reports most favorably on the continued excellence of your liaison and contact program with essential individuals and groups in the Government and business world. You deserve much credit for the substantial portion of this valuable work which you personally handle and also for your effectiveness in fostering a genuine appreciation of the need for active participation in this program among key personnel of your Division.

The inspection findings brought to your attention during the inspection should receive your careful study. Those findings and the items highlighted in this letter should be thoroughly reviewed by and discussed with your supervisory staff. I want you to promptly implement the suggestions made by the Inspector and submit an early compliance report on all action indicated by the inspection.

Sincerely yours,

NOTE: Based on memorandum
W. M. Felt to Mr. Tolson dated
3-24-65 captioned "Inspection -
Administrative Division; Inspector
H. L. Edwards; 2/25 - 3/16/65,"
HLE:mbk.

John Edgar Hoover
Director

Mr. Tolson

March 24, 1965

W. M. Felt

**INSPECTION - ADMINISTRATIVE DIVISION
INSPECTOR H. L. EDWARDS
FEBRUARY 25 - MARCH 16, 1965**

SYNOPSIS

Officials: Assistant Director Nicholas P. Callahan in charge since 12-30-59. Inspector Eugene W. Walsh, Number 1 Man since 2-13-61. Last inspection: 4/9/64 - 4/27/64.

Physical Condition and Maintenance - Very Good (Last Inspection - Very Good). Although Division activities located in 4 buildings because of space limitations, operations efficiently organized, secure, well maintained. Minor housekeeping delinquencies ordered corrected. Exhibits Section consulting General Services Administration (GSA) to correct possible fire hazard from accumulated dust detected by Inspector on overhead pipes and ducts in Visual Presentation Unit. Inspector urged prompt utilization by Exhibits Section of newly acquired Old Post Office Building space to relieve congestion in Visual Presentation Unit. Division continues close contact with GSA and architects to hasten completion of new building. Diagrammatics (outline drawings depicting amount and location of space for Divisions and functions prepared by architects) received for review by Bureau. GSA budget fiscal 1966 included \$45,763,000 for construction. GSA anticipates letting new building construction contract no later than Summer, 1966. Cars fully utilized, no safety delinquencies noted in cars inspected. One accident since last inspection through no fault of employee, damages paid by other party. Vehicle operating costs up. Economy stressed.

Specific Division Operations - Very Good (Last Inspection - Very Good). Division has commendably absorbed significant work load increases since last inspection through increased productivity, streamlining, and greater use of automatic data processing (ADP) equipment. Most sections creditable with numerous noteworthy accomplishments, some reflecting substantial money savings. Voucher-Statistical Section has made extensive progress in adapting automation to Bureau operations and orienting Seat of Government and field to potentials of ADP equipment, but Inspector made several suggestions for intensifying these efforts. Division adopted modified suggestion of Inspector to print "Buy United States Savings Bonds" through programing message into ADP equipment onto statement of earnings distributed to employees. Inspector suggested a labor-saving turntable in Movement Unit to reduce fatigue and promote efficiency of employees using index cards; alerted Applicant Correspondence Desk to desirability of furnishing interested SAC copies of pertinent correspondence where special status of applicant warrants same; also suggested Division stress need for field to conduct more complete background checks of applicant's

Enclosure

67-NOT RECORDED

1 - Mr. Callahan (Attention: Mr. C. R. Davidson) (sent separately)

① - Personnel files of Nicholas P. Callahan and Eugene W. Walsh

HLE:mbk (7)

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

relatives to avoid instances noted in Inspector's spot checks where Seat of Government had to restate such leads in individual cases. Inspector reminded Exhibits Section to stress need for time-stamping and to purge reference files of obsolete matter now and annually hereafter.

Administrative Operations - Good (Last Inspection - Very Good). Division organized with well-defined responsibilities, logical and equitable division of work. Division has desirable flexibility of employees to handle reasonable fluctuations in work load. Alertness to streamlining and economy exemplified by active suggestion program and money-saving accomplishments. Although stenographic production high, excessive percentage of retyped pages demands greater stress on accuracy. Sign-in registers, postings to time and attendance records and tardiness records complete and correctly maintained. No sick leave abuses. Division commendably active in contributing human interest items and submissions to "Investigator." Inspector analyzed unsuccessful Division suggestion that Photographic Unit be relieved of responsibility of maintaining extensive files of film negatives resulting from photographic services performed for FBI Laboratory. Inspector's inquiry supports Division's suggestion but determined established purging schedule for old files not followed. Corrective action instituted - recommendation re suggestion handled separately. During, but separate from inspection, weakness occurred re daily checks performed on one of the special cars resulting in tightening administrative procedures and control as recommended by Division. Inspector detected one odd-hour shift assigned to wrong section and two others no longer used or needed; records ordered corrected.

Personnel Matters - Very Good (Last Inspection - Very Good). Agent complement 25, same as last inspection; justified. Clerical complement 516, down 19 from 535 authorized due to resignations, transfers, maternity and leave without pay. Replacements needed due to increased work load. Division making commendable use of clerks in lieu of agents. Training and indoctrination of clerks adequate. Work load equitably distributed. Morale high. FBI Recreation Association program active with large employee participation. FBI Recreation Association and other funds audited and in order. No agents overweight. One agent (William B. Hershey, Personnel Services Unit, GS-14) on limited duty due to osteoarthritis of hip; supervisory performance not affected. Two clerks on probation. Voluntary overtime found productive, equitable and not excessive. Employee work-related injuries up 2 since last inspection; safety stressed. In fiscal 1964 Division had 38 more instances of employee recognition (Incentive Awards, quality increases, commendations) than fiscal 1963. No weaknesses noted in clerical promotion program.

Contacts - Excellent (Last Inspection - Excellent). Assistant Director and other Division personnel continue to maintain extremely effective liaison with top level staffs of pertinent Congressional committees, Government agencies, major transportation companies and private business firms. Division fosters outstanding appreciation of need for and active participation in contact program among all key personnel. Inspection reflected contacts promote essential Bureau objectives, produce noteworthy benefits and should be continued.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

RECOMMENDATIONS:

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$24,500, not on probation. Completed 30 years' Bureau service during inspection. Continues to present excellent appearance; personality characterized by sincerity, dedication, loyalty. Effective leadership enhanced by extensive administrative and technical experience plus excellent contact capabilities. The weakness in pre-existing system for daily checks of the special car has vividly reminded Mr. Callahan of the need for continuing spot checks of employee performance and periodic re-evaluation of all procedures. Recommend attached letter be sent to Mr. Callahan summarizing the results of inspection.

2. Inspector Eugene W. Walsh, Number 1 Man, GS-16 @ \$20,900, not on probation. Has excellent appearance, a strong positive approach; is an excellent teamworker, administratively highly talented, knowledgeable in pertinent Bureau policies and procedures. Inspection findings justify continuance in present capacity. Attached letter to Assistant Director Callahan will also inform Mr. Walsh of the inspection findings.

3. Recommendations concerning other personnel being handled separately.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

DETAILS

PHYSICAL CONDITION AND MAINTENANCE VERY GOOD

Division continues to occupy space in 4 buildings (Old Post Office, Identification Building, General Accounting Office and Department of Justice Building). Despite separation of some activities Division is efficiently organized and makes maximum use of all space. Exhibits Section recently acquired badly needed additional space in Old Post Office Building. Inspector suggested prompt consideration be given to using some of this space to transfer silk screening operation (method of printing) from Justice Building where congestion of power equipment creates undesirable condition. Division will follow closely with General Services Administration (GSA) to prepare space for move. Minor housekeeping delinquencies noted - ordered corrected. Problem of accumulation of dust on overhead pipes and ducts in Visual Presentation Unit and hazard involved discussed with Unit. Matter taken up with GSA re action which can be taken to correct condition. GSA anticipates contract for constructing new FBI building to be let no later than Summer, 1966. GSA budget for fiscal year 1966 included funds in amount of \$45,763,000 for construction. Diagrammatics (outline drawings depicting amount and location of space in building for various divisions and functions) prepared by architects received for review by Bureau. Close liaison maintained with GSA and architects. Procedures for handling confidential waste material considered adequate and efficient. 12 of 36 vehicles inspected, including those 4 years or older. No delinquencies affecting safety; other minor delinquencies noted and corrected. Utilization of vehicles survey disclosed proper usage and number vehicles appear adequate. One Division employee involved in accident since last inspection; not responsible and damage to Bureau car paid by other party. Continued safety of operation and care of vehicles stressed. Security of cars adequate. Operating costs per mile first 6 months fiscal year 1965 \$.073 (all Bureau cars \$.063). For fiscal year 1964 Seat of Government vehicles \$.078 (all Bureau cars \$.062). Economy stressed. Spot check of security procedures disclosed no delinquencies.

SPECIFIC DIVISION OPERATIONS VERY GOOD

Division has experienced significant increases in work load since prior inspection (4-27-64), but has absorbed them with less manpower through increased productivity of staff, streamlining of operations and increased use of Automatic Data Processing (ADP) equipment.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

Administrative Review Unit has kept abreast of sharp increases in legislative matters requiring screening or reviews. (During first 2 months of 89th Congress there were 132 more House Bills, 266 more House Resolutions, and 318 more Senate Bills introduced than in corresponding period of 88th Congress.)

Exhibits Section increases in work load for 10-month period since the last inspection include 1,003 work orders processed, up 139 over prior period; 288 trial aids prepared, up 138. Since last inspection Section also handled much work for Warren Commission; performed extensive work in MIBURN case (murder of three civil rights workers in Mississippi), Hoffa cases, and [redacted] kidnaping case; and a desegregation case at Biloxi, Mississippi, involving public beaches required the preparation of over 1,200 exhibit items plus photographing and diagramming approximately 26 miles of beach. Inspector reminded Exhibits Section to stress need for time-stamping since some requisitions not being time-stamped. This Section also instructed to purge its reference files of obsolete material and thereafter make such reviews annually.

Voucher-Statistical Section has expanded some programs and undertaken new projects (Inspector arranged for maintenance of canceled Security Index Cards by Voucher-Statistical Section to be transferred to Domestic Intelligence Division). Expansions include additional helpful reports for Budget officer; increase of the persons since the last inspection in the list of known offenders (Federal) from 68,000 to 105,000; the Modus Operandi-Personal Appearance (MO-PA) File utilized in bank robbery matters has reached approximately 3,200 cards. (MO-PA cards are searched for the identities of bank robbery suspects utilizing ADP equipment.) ADP equipment also utilized for requisitioning supplies and equipment from General Services Administration with the new Federal Standard Requisitioning and Stock Issue Procedure (Fedstrip). Effective 7-1-64 ADP equipment has been used for a survey of convictions in Federal Reserve Act cases for data to be used in future accounting training, newspaper articles and preparation of speeches. The Bureau's mailing lists have been transferred to magnetic tapes in 15 of the 17 sections. Changes, deletions and additions to these lists will be continually processed by this Section. Inspector made several suggestions for intensifying current efforts of Voucher-Statistical Section to keep field and Seat of Government alert to ADP equipment and to exploit all current and future potential possibilities for increased application to Bureau operations.

Division adopted on modified basis Inspector's suggestion to print "Buy United States Savings Bonds" on statement of earnings distributed to employees through programing this message into the ADP equipment.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

The Budget Unit of the Budget and Accounting Section currently receives approximately 100 reports monthly for processing (up approximately 10 over last inspection); most deal with tabulations of budgetary data, remainder relate to work received and handled by various Divisions at the Seat of Government. Increase in work load has been caused by withholding of employees' State Income Taxes, reporting to Bureau of Budget on manpower utilization and cost reductions program and additional work necessary for Bureau's supplemental appropriation request due to pay raises, civil rights, extension of name check program and investigation of White House personnel.

Property Management Unit handled increase of 2,400 purchase orders and processed 326 more requisitions since the last inspection. Close liaison with GSA enables Unit to obtain at no cost surplus property valued at \$20,000. The Typewriter Repair Shop for the period 5-1-64 to 2-21-65 realized savings estimated at \$96,524.71. An annual savings of \$3,373.80 is estimated as a result of a suggestion by this Unit for the purchase of a new type of photoflash bulb.

The over-all accomplishments of Mechanical Section exceeded figures compiled during last inspection. The Printing Unit, through the installation of a Xerox Copyflo Printer, March, 1964, was able to eliminate 2 Photostat machines and release 1 employee from Photostat Subunit. Based on 431,550 Xerox prints made during the first 8 months of the current fiscal year it is estimated Bureau will save from \$75,000 to \$100,000 entire year.

Matters handled by the Personnel Actions Subunit of the Personnel Services Unit from May, 1964, to February, 1965, exceeded matters handled for the same period of the previous year by 1,610. The Position Classification Subunit, since the last inspection, established 100 new positions, redescribed 134, upgraded 39, abolished 27, amended 109, and postaudited 24. Health Service Subunit continued its successful flu inoculations and X-ray program and since the last inspection added a new glaucoma program (examination for eye disease).

The Administrative Summary Unit principally handles disciplinary matters involving Bureau personnel. It was determined that the amount of pending work is adequate for the personnel presently assigned. Personnel in the Unit were observed to function effectively and efficiently as a team. Inspector suggested a labor-saving turntable be used in Movement Unit for employees using index cards to reduce fatigue and promote efficiency.

During fiscal year 1964 the Commendation, Supervisory Approval and Special Action Unit processed quality salary increases for 811 employees; prepared 2,468 letters of commendation and processed 856 Service Award letters.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

Personnel Briefing Unit has absorbed increase in average monthly accomplishments by streamlining despite loss of 1 employee.

Applicant and Placement Unit is in the midst of intensified Special Agent and clerical recruitment programs to fulfill urgent needs for personnel. Inspector reminded Applicant Correspondence Desk to be alert to desirability of furnishing field copies of pertinent correspondence where special status of applicant would warrant same. Authorized complement of all personnel at end of fiscal year is 15,106 whereas complement as of 2-26-65 was 14,565. 77 new Agents have entered on duty during period 1-1-65 through 3-1-65, with 13 additional classes scheduled (3-29-65) through 9-27-65. Recruitment of both Agent and clerical personnel increased in fiscal year 1964 from fiscal year 1963 as follows: 316 Agents increasing to 358; 2,055 clerks to 2,934. Applicant Correspondence Subunit increased correspondence output in 1964 from 5,360 letters to 6,303 from the previous calendar year. The Housing and Testing Subunit indoctrinated 686 more new employees during 1964, housed 3,886 employees in 1964, an increase of 1,116 over 1963, and processed 1,557 more Federal Employees Health Benefit Registration Forms than during 1963. Spot check of applicant files reflected missed deadlines were beyond Bureau control; Inspector suggested Division stress need for more complete background checks of applicant's relatives to eliminate instances noted where Seat of Government had to restate such leads.

Matters handled by the Veterans Counseling and Clerical Promotions Unit totaled 20,636 for the period 4-1-64 through 12-31-64, an increase of 4,212 over 16,424 for comparable period in 1963.

ADMINISTRATIVE OPERATIONS GOOD

Division organized with well-defined responsibilities, logical and equitable division of work; Division has desirable flexibility of employees to handle reasonable fluctuations in the work load. Alertness of Division to streamlining and economy exemplified by active Suggestion Program and numerous money-saving accomplishments. (See Specific Division Operations for examples.) During fiscal year 1964, 44 suggestions were submitted by Division personnel and 33 were adopted. In the first 6 months of fiscal year 1965, 26 suggestions received, 17 adopted, an increase of 18.2% over comparable prior period. Awareness of good records management reflected in procedures making it unnecessary to file several thousand pieces of correspondence in new agent training material, employee property forms and personnel status forms. Ticklers current, effective and necessary for good administrative control.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

Stenographic production of 3.23 notably above Seat of Government average of 2.85 but percentage of pages retyped (14.96% contrasted to Seat of Government average of 5.63%) is excessive and errors making retypes necessary were higher than the Seat of Government averages in the categories of agent, steno and other. Inspector ordered greater stress on accuracy. Spot checks revealed sign-in registers complete and accurate, posting from registers to time and attendance cards proper and tardiness records correctly maintained. The records of 59 employees of the Division who used more sick leave than earned during the period August, 1964, through January, 1965, were reviewed and no abuses found.

Forms used by Division current and satisfactory. Deletion or consolidation of four forms since 4-1-64 indicated an awareness to control unnecessary forms. Inventory control and records satisfactory. Policies, procedures and administrative controls for handling service record requests and other inquiries from outside sources sound and appear to afford good security and proper dissemination of information. Maintenance of valuables satisfactory. Division is active in contributing human interest items, 25 having been contributed during the period 4-1-64 through 3-1-65; similarly 42 items submitted for "Investigator" of which 22 were published. While no articles were submitted for Law Enforcement Bulletin, Exhibits Section continues to furnish services for the Bulletin by preparing sketches, line drawings, illustrations, charts, etc. Odd-hour shifts properly authorized and necessary for the efficient operation of the units involved except that Inspector detected one shift erroneously assigned to wrong section and two others no longer needed or used. Records ordered corrected. Divisional Defense Plans properly supervised, current and workable.

Photographic Unit had unsuccessfully suggested it be relieved of responsibility for maintaining extensive files of "film negatives" which arose from photographic services performed at request of FBI Laboratory in cases where evidence examined by Laboratory. Inspector's inquiry supports Photographic Unit but also revealed established purging schedule for old files had not been followed - corrective action instituted. Recommendations re suggestion handled separately.

During, but separate from Inspection, a weakness occurred in the daily checks performed on one of the special cars which resulted in tightening administrative procedures and controls as recommended by Division.

PERSONNEL MATTERS VERY GOOD

As of 2-26-65 Division had 25 agents, same as authorized quota at prior inspection; considered adequate despite increased work load. Clerks assigned totaled 516, 19 under 535 quota authorized last inspection due to resignations, transfers, maternity and leave without pay. In view of increased work load, Inspector agrees with Division's request to keep clerical staff at 535. Division continues commendable record for maximum use of clerks in lieu of agents. Training and indoctrination of

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

clerks adequate. Working guides and policy folders maintained by various units accurate, comprehensive and up to date. Work load equitably distributed. Morale high. Division active in FBI Recreation Association Programs; 98.7% membership in FBIRA. FBIRA and other funds maintained by Division audited and in order. Spot checks showed agents available. Conferences held as necessary, businesslike and informative. All agents within desirable weight limits. One agent (William B. Hershey, Personnel Services Unit, GS-14) on limited duty due to osteoarthritis of hip; supervisory performance not affected. Two clerical employees of the Voucher-Statistical Section on probation resulting from misconduct and poor judgment. Voluntary overtime productive, equitable, not excessive. Division employees incurred 27 work-related injuries since last inspection, increase of 2 since previous comparable period. Nondiscrimination and equal employment opportunities policy being followed closely. During fiscal 1964 agent personnel received 5 Incentive Awards, 6 quality increases and 41 commendations; clerical employees received 12 Incentive Awards, 33 quality increases and 101 commendations, representing a total increase of 38 instances of individual recognition over previous fiscal year. Promotional Availability List being fully utilized. Bureau long-range advancement policy being followed.

CONTACTS EXCELLENT

Division continues to demonstrate outstanding appreciation of and capability for maintaining excellent contacts in key positions over broad area of legislative and executive branches of government as well as private industry. Contacts are maintained to promote essential Bureau objectives. Division commendably fosters excellent understanding of need for and active participation in contact program among all proper units. Examples of contacts include: Assistant Director maintains personal liaison with top-level staff members of House and Senate Appropriations Committees, key officials of Bureau of the Budget, General Accounting Office, and Civil Service Commission; also with passenger and sales managers of major airlines and railroads. Supervisors in other sections and units have valuable contacts in such areas as the Department of Justice, Civil Service Commission, General Services Administration, private commercial firms and educational institutions.



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

March 12, 1965

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print) Assistant Director Nicholas P. Callahan SA	Date 3/12/65	Office of Assignment (or SOG Division) Administrative Division
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The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female) Mrs. Lillian P. Callahan	Relationship Wife
---	-----------------------------

Address

5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
---	--------------

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty; other than travel accidents:

Name (primary beneficiary; use given first name if female) Mrs. Lillian P. Callahan	Relationship Wife
---	-----------------------------

Address

5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
---	--------------

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

MAR 12 1965

3 - J. Edgar Hoover, Director

[Signature]
Special Agent
Assistant Director

3-ecd

April 14, 1965

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

I am pleased to advise that your services for the period April 1, 1964, to March 31, 1965, have merited an Outstanding performance rating which has been approved by the Departmental Committee on Incentive Awards. You may retain the copy of this rating which is enclosed.

I also am pleased to advise you that in recognition of this splendid accomplishment I have approved an incentive award for you in the amount of \$500.00 and the enclosed check represents this award. You have certainly earned this award through the highly capable and dedicated fashion in which you have handled your heavy responsibilities and I want you to know that your valuable services are greatly appreciated.

Sincerely,

J. Edgar Hoover

MAILED 6

APR 14 1965

COMM-FBI

Enclosures (2)

1 - [redacted] (Sent Direct)

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

LRH:dks

(4)

67-43961

Award #571-65

NOTE: Salutation per file.
Based on memo Mohr-Tolson 4-5-65.

REC-146

157-13961-462
APR 16 1965

APR 21 1965


TELETYPE UNIT ☐

APR 14 11 38 AM '65
REC'D-READING ROOM
FBI

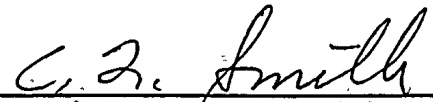
b6

PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) Callahan, Nicholas P.		DATE 3/24/65
DIVISION AND SECTION ASSIGNED Administrative - SOG	POSITION TITLE Assistant Director	
THIS IS TO CERTIFY THAT I PRESENTLY <input checked="" type="checkbox"/> HOLD <input type="checkbox"/> DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.		
PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT) Maryland	PERMIT NUMBER C-450-630-680-983-R	PERMIT EXPIRES 12/65
THIS IS AN <u>UNRESTRICTED</u> (RESTRICTED) PERMIT. (IF RESTRICTED, EXPLAIN BELOW) (STRIKE OUT ONE) Unrestricted		
THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY <u>50,000</u> MILES. DURING THIS TIME (A) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.		
* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.		 SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL) SMITH, CHARLES O.	POSITION TITLE SA	DATE 3-30-65
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:		
<input checked="" type="checkbox"/> CONTINUOUS SAFE DRIVING RECORD <input type="checkbox"/> INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **		
I CERTIFY THAT THIS EMPLOYEE IS:		
<input checked="" type="checkbox"/> QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS. <input type="checkbox"/> NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.		
REMARKS:		
<div style="border: 2px solid black; padding: 10px; display: inline-block;"> 67-NOT RECORDED 8 APR 16 1965 </div>		
87 <div style="border: 1px solid black; padding: 5px; display: inline-block;"> 67-NOT RECORDED 8 APR 16 1965 </div>		 (SIGNATURE OF REVIEWING OFFICIAL)
** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.		

NICHOLAS P. CALLAHAN

Mr. Tolson ☒
Mr. Belmont ☒
Mr. Mohr ☒
Mr. DeLoach ☒
Mr. Casper ☒
Mr. Callahan ☒
Mr. Conrad ☒
Mr. Felt ☒
Mr. Gale ☒
Mr. Rosen ☒
Mr. Sullivan ☒
Mr. Tavel ☒
Mr. Trotter ☒
Tele. Room ☒
Miss Holmes ☒
Miss Gandy ☒

April 15, 1965

Dear Boss:

Thank you very much for your letter of April 14th advising me of my Outstanding performance rating with the accompanying cash award.

I wish to assure you that I shall devote my best efforts to continue to merit your recognition and shall continue to serve you and the Bureau to the best of my ability.

Sincerely,

Nick Callahan

Nick Callahan

REC-146

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

67- 43 961-463	
Searched	Numbered
7 APR 16 1965	

7 APR 26 1965 82

File
THREE

April 29, 1965

X *Administrative*
Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

APR 29 11 27 AM '65
REC'D-READING ROOM
FBI

Dear Mr. Callahan:

I am pleased to commend, through you, the personnel of your division who so capably discharged their duties in conducting tours of our facilities during the past Easter Season.

The successful handling of the large number of tourists during this period can be attributed in no small measure to the interest, enthusiasm and friendliness these men exhibited. Please convey my appreciation to them for their fine services.

Sincerely yours,

J. Edgar Hoover

REC-136

1 - Mr. Callahan (Personal Attention)

Copy of this letter is being placed in files of appropriate personnel.

1 - (Sent Direct)

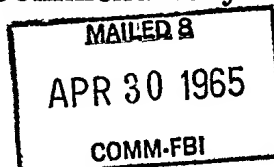
LRH:dks

(19) *1965*

Copies prepared and attached for placing in files of: I (OVER)
Based on memo Morrell-DeLoach 4-26-65 re FBI Tours,
Easter Season 1965, Commendatory Matter.

Rep
Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐



1/2 XEROX
MAY 12 1965

b6

Mr. Nicholas P. Callahan
Washington, D. C.



b6

June 21, 1965

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

REC'D MAIL ROOM
JUN 21 4 05 PM '65
FBI

Dear Mr. Callahan:

I am deeply concerned at the failure on the part of you or Mr. Mohr to attend the recent conference with representatives of a Congressional committee which dealt with the printing operations of the FBI. Although you have indicated that the meeting was called on short notice and that you had no prior knowledge of it, you were at fault in not having previously set up procedures to insure that you would be informed in advance of this conference which most certainly was of great importance to the Bureau.

You should take immediate steps to make certain that such important events are reported to you so that you or Mr. Mohr can be personally present and protect the Bureau's welfare.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover

Director

REC-143

Searched

Numbered

9 JUN 23 1965

1 - Mr. Mohr (Personal Attention)

1 - Administrative Division Personnel File

Based on memo Callahan to Mohr 6-18-65 NPC:jlk:gt

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

83

JUN 25 1965 TELETYPE UNIT

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 6/15/65

FROM : C. Q. Smith

SUBJECT: CONFERENCE WITH
JOINT COMMITTEE ON PRINTING (JCP)
OFFICIALS 6/9/65

Tolson ☒
Belmont ☒
Mohr ☒
DeLoach ☒
Casper ☒
Callahan ☒
Conrad ☒
Felt ☒
Gale ☒
Rosen ☒
Sullivan ☒
Tavel ☒
Trotter ☒
Tele. Room ☒
Holmes ☒
Gandy ☒

The Joint Committee on Printing is the congressional committee which supervises all Government printing plants. Senator Carl Hayden of Arizona is chairman of the committee. A semi-annual report indicating type, units and cost of printing performed in our Mechanical Section print shop is required by the committee. A copy of the report covering period 7/1/64 through 12/31/64 attached. This report reflects an over-all total of 74,836,709 units were produced in our printing plant during the first half of the current fiscal year. Certain types of jobs are not required to be listed by name while others, which include the numerous pamphlets, booklets, etc., we print are required to be identified and enumerated. These reports are closely reviewed and scrutinized by the committee as a check on the amount and type of work being performed in authorized printing plants and to determine whether committee regulations are being adhered to.

On 6/9/65 [redacted] who is the Department of Justice contact representative with the committee advised that committee officials desired to review our semi-annual reports with us on the afternoon of 6/9/65. Special Agent Supervisor D. M. Gregory, Mechanical Section, accompanied by Printing Plant Foreman [redacted] attended this meeting. Members of the committee staff present were [redacted] Staff Director; [redacted] Assistant Director and [redacted] Technical Adviser. [redacted] stated that in reviewing our semi-annual reports they had noted a steady increase in printing units. He specifically noted that one of our jobs ran over 3 million copies (child molester poster) and said the committee was frankly amazed at the volume of work being performed in our plant. He said the primary reason for requesting the meeting was to discuss this large volume of work and the upward trend in this regard. He pointed out that it is the responsibility of the committee to insure that various regulations regarding in-plant printing are enforced, one of which is to prohibit printing which can logically be performed by the Government Printing Office (GPO) or commercial printers. He stated that if the individual plants had no ceiling on production the above would suffer from lack of work.

[redacted] specifically referred to the number of booklets, pamphlets, etc., 4 or more pages in length, now being produced in our plant which he felt could be farmed out. He stated he was not referring to material of a technical or security nature but that

1 - Mr. DeLoach

Enclosure

CQS:sls (5)

JUL 14 1965

ENCLOSURE

JUL 12 1965

REC-145

Search

2 JUL 7 1965

RECORDED COPY FILED

Memo C. Q. Smith
to Mr. Callahan

RE: CONFERENCE WITH
JOINT COMMITTEE ON PRINTING (JCP)
OFFICIALS 6/9/65

b6

type of material which is made available to the general public. Messrs. [] and [] pointed out that in the process of reviewing the production figures of all approved printing plants they had already found what they felt was excessive production on the part of Census Bureau and Health, Education and Welfare department plants. As a result they have entered into agreements with the above whereby certain volume type printing is now being done at outside plants. They stated that these agencies were satisfied with this arrangement.

[] also inquired concerning our recent request for committee approval to order a new piece of equipment to replace a collator now in use in the print shop. He was aware that this equipment is needed to more efficiently handle our expanded production and to replace obsolete equipment now in use. However, he felt that if our production was substantially cut back perhaps we would not have need for this equipment. Accordingly, he requested that we review our present production to determine what percentage of the material presently being performed in our plant could be farmed out to GPO or commercial printing plants. He also requested that the purchase of any new equipment be held in abeyance pending a determination as to whether our production will be limited.

I would say it is a victim of lack of supervision by Mr. []
It was obvious from the remarks of the committee that our printing plant is a victim of its own efficiency in that we are turning out far more production based on our equipment and personnel, than other Government printing plants. Our 1963 fiscal year production was 129,979,354 units; 1964 fiscal year was 144,986,704 units and the 1965 fiscal year will show a further increase. This rise in production is due largely to publications originating in the Crime Records Division. It is interesting to note, however, that our per thousand unit cost for 1963 was \$3.49, for 1964 \$3.16 and will probably be even lower during this fiscal year. This is in spite of increased production with fewer personnel and annual increases in salary rates to our employees. Based on known prices paid to commercial print shops for printing material similar to ours, our cost per thousand units is considerably lower than we will have to pay if the work is farmed out. The committee does not publish a report reflecting production or unit costs for other Government printing plants. However, from our contact with employees in these plants we find that they are amazed at the production we turn out with our employees and equipment. It was apparent from the meeting with the committee that they are concerned over two things: (1) our continued high rate of production which cuts down printing that can be farmed out to commercial firms and (2) the efficiency of our operation which makes other Government printing plants look bad in this regard. In suggesting that we cut back our production and farm out certain types of material they indicated that they were not so much concerned with the cost of such a procedure as they are of insuring that our printing plant production does not get too large thus violating one of their principles that work should be done commercially wherever possible.

An amazing statement for a Congressional Unit to make.

Memo C. Q. Smith
to Mr. Callahan

RE: CONFERENCE WITH
JOINT COMMITTEE ON PRINTING (JCP)
OFFICIALS 6/9/65

In accordance with the committee's request the purchase of any new equipment is being held in abeyance pending a determination as to whether our plant production will be decreased. We have made a survey of material that could logically be performed by commercial printing firms which includes primarily the various books, pamphlets, etc., that are made available to the public. Approximately 30% of our total production falls in this category. However, if this work is farmed out we will not be able to exercise the control we now have over this production and irrespective of claims made by the committee it is not felt we can expect anywhere near the prompt service we secure in our own plant. Certainly the over-all cost to the Government will be higher under such a procedure. The Crime Records Division which is the prime user of the material which could be farmed out is opposed to such a procedure. That Division feels that the extremely wide variety of reprints required, the vast range in quantity of each needed, short deadlines, need for periodical reviews and need to maintain workable inventories all preclude farming out printing of this material. The division feels that in the interest of economy in meeting the Bureau's needs the material should continue to be printed in our own plant.

RECOMMENDATION:

Recommend we advise the committee we have made a survey of our printing plant production and for the foregoing reasons feel the best interests of the Bureau and the Government will be served by continuing the production of all of our printing matter in our own plant.

I Agree. Our correspondence
is up 50%. Much of it
requesting speeches, pamphlets,
etc. 6/15

6/15

OK, but we should make
sure all of our printing
is necessary 5/16

-3-

b6
no. 10 divisions
we have allowed
this project to
grow like a tumor.
Demand for it
will. It's a
[redacted] to keep
on all requests
for printing of
all that organization
only immediate
security & absolute
by special print
[redacted] H

Mr. S. A. Andretta
Assistant Attorney General for Administration
Director, FBI

February 4, 1965

**CLASS "B" PLANT REPORT
TO BE TRANSMITTED TO JOINT
COMMITTEE ON PRINTING**

There is transmitted herewith the Semiannual Printing Plant
Report as of December 31, 1964, for the Federal Bureau of Investigation.

Enclosures (3)

WCJ:djm
(5)

NOTE: Prepared in accordance with Regulation No. 16, published by
the Joint Committee on Printing, Congress of the U. S., dated 4/1/64.

ENCLOSURE 67-43961-406

ANNUAL PRINTING PLANT REPORT

FORM NO. 1 (REV. 2/5)

Department headquarters shall submit two copies of this report to the Joint Committee on Printing within 60 days after the close of each semi-annual period.

DEPARTMENT OR AGENCY	NAME AND LOCATION OF PLANT (STATE, CITY, AND STREET)	JCP AUTHORIZATION NO.	FOR PERIOD ENDED
U. S. Dept. of Justice FBI	Washington, D. C.	B	12-31-64

PART I.—COST INFORMATION

ITEM	ALL PRINTING, EXCEPT COMPOSITION ¹ (COL. A)	COMPOSITION, ALL TYPES ² (COL. B)	OPERATIONS OTHER THAN PRINTING ³ (COL. C)
Total salaries of all personnel including supervisory directly engaged in the operation of plant (including overtime and annual and sick leave)	Omit cents \$ 146,349	Omit cents \$ 6,936	Omit cents \$ 14,586
Cost of paper, ink, chemicals, negatives, plates, etc., used during report period	88,520	65	12,446
Depreciation of equipment (1% per month of original cost until fully depreciated)	6,027	420	1,443
Amount spent for repairs and maintenance	5,286	-	1,205
Allowance for space occupied (whether Government-owned or rented), utilities, etc. (12.5 cents per month per square foot of total space occupied)	4,997	224	1,554
Amount spent for rental of equipment	-	-	3,980
Total cost (Use col. A total from this line to compute cost per 1,000 units)	251,179	7,645	35,214
Total cost of printing including composition (col. A+col. B)		258,824	x x x x x

¹ Include in Column A cost of all offset camera work, negative work, imposition, platemaking, duplicating, presswork, scoring, perforating, numbering, folding, collating, gathering, drilling, punching, stitching, sewing, inserting, tipping, padding, trimming, tying, wrapping, and all other operations necessary to complete printing or binding product.

² Include in Column B cost of all composition produced by plant.
³ Include in Column C cost of all operations not involving printing (Col. A) (and composition (Col. B)). Costs to be included in Column C will include, but not be restricted to, addressing, distribution, camera work (other than lithographic), photostating, ozalid, B/W, etc.

PART II.—PRODUCTION INFORMATION

	UNITS PER PRESS IMPRESSION (COL. D)	NUMBER OF PRESSES IN EACH CATEGORY REPORTED (COL. E)	NUMBER OF STENCILS, MASTERS, PLATES, OR FORMS (COL. F)	TOTAL UNITS PRODUCED, EXCLUDING OVERRUNS (COL. G)
PRESSWORK				
Mimeograph (8½" x 14" or less)	1			
Ditto (8½" x 11" or less)	1			
Total units produced by mimeograph and ditto	x x x	x x x x	x x x x x	
11" x 17" or less (maximum image 10¼" x 14")	1	6	22,750	8,125,550
11" x 17" or less, tandem (maximum image 10¼" x 14")	2			
11" x 17" (image larger than 10¼" x 14")	2			
14" x 20"	2			
11" x 17" tandem (image larger than 10¼" x 14")	4			
17" x 22"	4	3	916	37,771,159
22" x 29"	6			
22" x 34"	8			
34" x 44"	16			
Other (specify)				
20 x 26 (6up)		1	310	28,940,000
Total units produced by offset	x x x	x x x x	x x x x x	74,836,709
LETTER PRESS				
Under 10¼" x 16"	1			
Other (specify)				
Total units produced by letterpress	x x x	x x x x	x x x x x	
Total units produced in plant	x x x	x x x x	x x x x x	74,836,709

Cost per 1,000 units (total cost of printing, excluding composition, part I, col. A, divided by total production units produced in the plant. Drop last 3 digits of col. G when computing cost per 1,000 units.)

\$ 3.36

PREPARED BY (Person in charge of plant)

A. P. Gunsser
Chief Clerk, FBI

DATE SUBMITTED

2-4-65

ENCLOSURE

67-43961-406

PART III—LIST OF REPORTABLE JOBS RUN DURING THE 6-MONTH PERIOD*

*Report only those jobs which exceed the quantity of production units, by press production unit size, as shown below:

Press Production Unit Size	Production Units
Less than 4 units.....	25,000
4 units.....	60,000
6 units.....	90,000
8 units.....	120,000
16 units.....	240,000
Over 16 units.....	No listing required

Unit Size**

11" x 17" or less (maximum image 10 3/4" x 14")..	1
11" x 17" or less, tandem (maximum image 10 3/4" x 14").....	2
11" x 17" (image larger than 10 3/4" x 14").....	2
14" x 20".....	2
11" x 17" tandem (image larger than 10 3/4" x 14")..	4
17" x 22".....	4

Unit Size**

22" x 29".....	6
22" x 34".....	8
25" x 38".....	10
34" x 44".....	16
45" x 48".....	24
42" x 58".....	28
48" x 54".....	30

TITLE OF PUBLICATION OR FORM (1)	NUMBER OF PAGES IN PUBLICATION OR FORM (2)	NUMBER OF COPIES REQUIRED OF EACH PAGE IN COLUMN 2 (3)	FINISHED PRINTED PAGE SIZE (4)	UNIT SIZE OF PRESS ON WHICH PRODUCED** (5)	PRESS RUN REQUIRED TO COMPLETE JOB EXCLUSIVE OF OVER-RUNS, SPOILAGE, ETC. (6)	TOTAL PRODUCTION UNITS—COLUMN (5) MULTIPLIED BY COLUMN (6) (7)	PROCESS M—Mimeo O—Offset L—Letterpress S—Spirit (8)
Insert, July, LEB	28	14,900	8x10 1/2	4	104,300	417,200	0
Insert, August, LEB	28	14,900	8x10 1/2	4	104,300	417,200	0
Insert, September, LEB	26	14,900	8x10 1/2	4	96,850	387,400	0
Insert, October, LEB	30	14,900	8x10 1/2	4	111,750	447,000	0
Insert, November, LEB	30	14,900	8x10 1/2	4	111,750	447,000	0
Insert, December, LEB	24	14,900	8x10 1/2	4	89,400	357,600	0
✓ Story of the FBI	20	50,000	8x10 1/2	4	250,000	1,000,000	0
✓ Know Your FBI	24	20,000	8x10 1/2	4	120,000	480,000	0
Child Molester Posters	1	3,500,000	8x10 1/2	4	875,000	3,500,000	0
✓ What Young People Should Know About Communism	4	250,000	8x10 1/2	4	250,000	1,000,000	0
Young People Can Defeat Communism	2	100,000	8x10 1/2	4	50,000	200,000	0
What You Can Do to Fight Communism	1	100,000	8x10 1/2	4	25,000	100,000	0
✓ FBI's Role in Field of Civil Rights	8	100,000	8x10 1/2	4	200,000	800,000	0
FBI and Civil Rights	1	200,000	8x10 1/2	4	50,000	200,000	0
FBI Chief Cautions Schools and Parents	5	50,000	8x10 1/2	4	62,500	250,000	0
Warning to U. S. Teenagers	1	175,000	8x10 1/2	4	43,750	175,000	0
Youth of Today - Citizens of Tomorrow	1	200,000	8x10 1/2	4	50,000	200,000	0
✓ Deadly Duel	8	80,000	8x10 1/2	4	160,000	640,000	0
Keys to Freedom	15	10,000	8x10 1/2	4	37,500	150,000	0
✓ Director's Annual Report 1964	48	19,500	8x10 1/2	4	234,000	936,000	0
✓ FBI Tours	4	40,000	8x10 1/2	4	40,000	160,000	0
✓ U. S. Businessman Faces Soviet Spy	20	20,000	8x10 1/2	4	100,000	400,000	0
America - Soviet Espionage Target #1	4	35,000	8x10 1/2	4	35,000	140,000	0
Combating Merchants of Filth	6	20,000	8x10 1/2	4	30,000	120,000	0
✓ Civil Rights Act of 1964	29	10,000	8x10 1/2	4	72,500	290,000	0
Is the Car Thief Using You?	11	10,000	8x10 1/2	4	27,500	110,000	0
A Visual Aid for Firearms Cooperation the Backbone of Law Enforcement	27	5,000	8x10 1/2	4	33,750	135,000	0
Facts About a Career in FBI	28	25,000	8x10 1/2	4	175,000	700,000	0
✓ Benefits of Working for FBI	2	70,000	8 1/2 x 15	4	70,000	280,000	0
Employees Handbook	32	15,000	5 1/4 x 7 1/2	4	60,000	240,000	0
Special Agent Law Exams	62	10,000	6x9 1/2	4	77,500	310,000	0
Jobs for Women in FBI	139	200	8x10 1/2	1	27,800	27,800	0
	1	70,000	8x10 1/2	4	17,500	70,000	0

SubTOTAL 15,087,200

xxxx

PART III—LIST OF REPORTABLE JOBS RUN DURING THE 6-MONTH PERIOD*

*Report only those jobs which exceed the quantity of production units, by press production unit size, as shown below:

Press Production Unit Size	Production Units
Less than 4 units.....	25,000
4 units.....	60,000
6 units.....	80,000
8 units.....	120,000
16 units.....	240,000
Over 16 units.....	No listing required

Unit Size**	Unit Size**
11" x 17" or less (maximum image 10 3/4" x 14") ..	1
11" x 17" or less, tandem (maximum image 10 3/4" x 14") ..	2
11" x 17" (image larger than 10 3/4" x 14") ..	2
14" x 20" ..	2
11" x 17" tandem (image larger than 10 3/4" x 14") ..	4
17" x 22" ..	4
22" x 29" ..	6
22" x 34" ..	8
25" x 38" ..	10
34" x 44" ..	16
45" x 48" ..	24
42" x 58" ..	28
48" x 54" ..	30

TITLE OF PUBLICATION OR FORM	NUMBER OF PAGES IN PUBLICATION OR FORM	NUMBER OF COPIES REQUIRED OF EACH PAGE IN COLUMN 2	FINISHED PRINTED PAGE SIZE	UNIT SIZE OF PRESS ON WHICH PRODUCED**	PRESS RUN REQUIRED TO COMPLETE JOB EXCLUSIVE OF OVER-RUNS, SPOILAGE, ETC.	TOTAL PRODUCTION UNITS—COLUMN (5) MULTIPLIED BY COLUMN (6)	PROCESS M—Mimeo O—Offset L—Letter-press S—Spirit
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Communist Party, U.S.A.	4	25,000	8x10 1/2	4	25,000	100,000	0
The FBI Laboratory	38	15,000	5x7 1/2	4	71,250	285,000	0
Supplement to the U.C.R.	4	88,000	8x10 1/2	4	88,000	352,000	0
Faith in Freedom	15	20,000	8x10 1/2	4	75,000	300,000	0
How Safe Is Your Youngster	4	20,000	8x10 1/2	4	20,000	80,000	0
Fingerprint Identification Book	24	15,000	8x10 1/2	4	90,000	360,000	0
What It's Like To Be an FBI Agent	4	20,000	8x10 1/2	4	20,000	80,000	0
Agents Manual Revisions	293	7,900	6x9 1/2	6 (Sup)	289,337	2,289,337	0
Defensive Tactics	77	5,000	8x10 1/2	4	96,250	385,000	0
Blocked Yellow Manifest	1	716,000	8x10 1/2	4	179,000	716,000	0
OF-10 Memo Blocked	1	310,000	8x10 1/2	4	77,500	310,000	0
FD-4, Routing Slip	1	1,000,000	5 1/4 x 8	4	125,000	500,000	0
FD-5, Charge Out Slip	1	1,500,000	5 1/4 x 8	4	187,500	750,000	0
FD-28, Daily Report	2	125,000	8x10 1/2	4	62,500	250,000	0
FD-36, Teletype Form	1	450,000	8x10 1/2	4	112,500	450,000	0
FD-71, Complaint Form	1	100,000	8x10 1/2	4	25,000	100,000	0
FD-77, Dictation Slip	1	500,000	5 1/4 x 8	4	62,500	250,000	0
FD-140, Application Form	10	25,000	8x10 1/2	4	62,500	250,000	0
FD-160, Search Slip	1	180,000	8x10 1/2	4	45,000	180,000	0
FD-204, Investigative Form	1	200,000	8x10 1/2	4	50,000	200,000	0
FD-209, Contact Form	1	150,000	8x10 1/2	4	37,500	150,000	0
FD-258, Fingerprint Cards	2	1,211,000	8x8	6	403,700	2,422,200	0
FD-306, Informant Cover Sheet	1	120,000	8x10 1/2	4	30,000	120,000	0
FD-263, Report Cover Sheet	1	600,000	8x10 1/2	4	150,000	600,000	0
FD-302, Interview Log	1	800,000	8x10 1/2	4	200,000	800,000	0
FD-350, Newspaper Mounting Sheet	1	120,000	8x10 1/2	4	30,000	120,000	0
O-9, Air-Tel Form	1	80,000	8x10 1/2	4	20,000	80,000	0
1-1, Record of Arrest	2	200,000	8x8	6	66,666	399,996	0
1-27, Dictation Slip	1	500,000	5 1/4 x 8	4	62,500	250,000	0
1-229, Additional Arrest Card	2	200,000	8x8	6	66,666	399,996	0
R-84, Disposition Slip	2	500,000	6x7	6	166,666	999,996	0
4-5, Charge Out Slip	1	800,000	5 1/4 x 5 1/4	4	66,666	266,664	0
4-49, File Markers	1	800,000	2x10	6	30,769	184,614	0
Outstanding I.O. List	2	133,800	8x8	6	44,600	267,600	0
Circular Letters	2	270,000	8x10 1/2	4	135,000	540,000	0
Check Circulars	2	135,000	8x10 1/2	4	67,500	270,000	0
***Apprehension Orders	2	134,640	8x8	6	44,880	269,280	0
**Identification Orders	2	133,865	8x8	6	44,621	267,726	0
*Wanted Flyers	2	135,000	10 1/2 x 16	4	135,000	540,000	0
TOTAL						55,832,867	XXXX

خبر

Unit Size**

Unit 5: 2000

11" x 17" or less (maximum image 10 3/4" x 14") ..	1
11" x 17" or less, tandem (maximum image 10 3/4" x 14") ..	2
11" x 17" (image larger than 10 3/4" x 14") ..	2
14" x 20" ..	2
11" x 17" tandem (image larger than 10 3/4" x 14") ..	4
17" x 22" ..	4

22" x 29"	6
22" x 34"	8
25" x 38"	10
34" x 44"	16
45" x 48"	24
42" x 58"	28
48" x 54"	30

for 1961 (1961) (1961).



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

June 4, 1965

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner:

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe-keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
xx NICHOLAS P. CALLAHAN	6/4/65	Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife

Address

5611 Chesterbrook Road, Washington, D. C.

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

JUN 7 1965

J. Edgar Hoover, Director

[Signature]
Special Agent

Assistant Director

3-ecd

139

UNITED STATES GOVERNMENT

Memorandum

TO : MR. MOHR

DATE: June 18, 1965

FROM : N. P. CALLAHAN

SUBJECT: CONFERENCE WITH STAFF MEMBERS
JOINT COMMITTEE ON PRINTING (JCP) June 9, 1965

Reference is made to memorandum from C. Q. Smith to me of June 15, 1965, reporting the captioned conference with members of the Committee staff at which they requested we give consideration as to whether or not any of our publications could logically be produced by commercial printing firms. The Director noted thereon, "Why didn't Callahan or Mohr attend this conference. It was important enough for an Assistant Director to attend. H." Clarification has been requested of the statement "they (the staff officials) indicated they were not so much concerned about the cost of such a procedure as they are of insuring that our printing plant production does not get too large, thus violating one of their principles that work should be done commercially wherever possible." In addition, inquiry has been made as to whether or not there are any limitations in our budget as to the amount of printing we can produce in our Printing Unit or any limitations as to the funds with regard thereto. Finally, the basis for our statement that it costs less for us to print certain items than it would if we contracted them out to the Government Printing Office. MAKING 87-42911-1167 218 XEROX

JUL 12 1965 With regard to the Director's inquiry as to why you or I did not attend this conference, you are advised that neither was made aware of this meeting prior to 1965 being held. Section Chief C. Q. Smith did not attend since, at my instructions, he had previously made an appointment for that afternoon with General Services Administration Central Office representatives to determine the status and endeavor to speed up the program approval for construction of a building to house the new Columbia, South Carolina office which the Director desires accomplished at the earliest possible date. It is further pointed out that over the years the Mechanical Section has maintained contact with the Committee staff. From time to time calls are received from staff members regarding items on the semiannual report and other matters of a like nature. In the past staff members have also inquired regarding requests to replace worn out equipment, which they have then authorized. In February, 1964, staff members made an inspection of our plant at which time they stated they were very favorably impressed with our operation from a standpoint of personnel and efficiency. The current semiannual report was sent over in February, 1965, and the request to replace one of our pieces of equipment was made on June 1, 1965. When the call was received shortly after noon on June 9, 1965, that the committee staff wanted to discuss our semiannual report and the request for a piece of replacement equipment with us, they indicated a time of 2:00 P.M. on the same day. Since this appeared to be nothing more than the routine type inquiry which we had answered in the past, Section Chief Smith designated SA Supervisor D. M. Gregory, No. 1 Man in the Mechanical Section, and Printing Plant Foreman [redacted]

NPC:ilk:gt

(4)

~~Tolson _____~~
~~Belmont _____~~
~~Mohr _____~~
~~DeLoach _____~~
~~Casper _____~~
~~Callahan _____~~
~~Conrad _____~~
~~Felt _____~~
~~Gale _____~~
~~Rosen _____~~
~~Sullivan _____~~
~~Tavel _____~~
~~Trotter _____~~
~~Tele. Room _____~~
~~Holmes _____~~
~~Gandy _____~~

XEROX

~~JUL 14 1965~~

Census letter to
 Messrs. Meach, Callahan & Smith
 6/21/65
 V.C. 10nd
 UNRECORDED COPY FILED IN 67

b6

3/9

Memo for Mr. Mohr

Re: Conference with Staff Members

Joint Committee on Printing (JCP) June 9, 1965

[redacted] to attend the meeting as they are thoroughly familiar with our Printing Plant operations. b6

You and I are familiar with the Director's feelings and past statements with regard to Assistant Directors conferring with other Government officials and those officials on Congressional committees. Instructions have been issued that in the future any meeting with any such groups must be called to my attention and I in turn will call it to yours so that you and/or I can participate in such conferences.

This should have been done all along.

With respect to the statement set forth above that the staff officials "indicated that they were not so much concerned about the cost of such a procedure," you are advised that the tenor of the comments of the staff members was such as to imply that their primary objective was to have as much printing as possible handled by the Government Printing Office or by commercial printing plants. They pointed out that the Government Printing Office is the Government's official printer and other Government agencies are allowed to have their own plants only to handle printing which ordinarily could not be done by the Government Printing Office or by commercial printing plants. They said that they wanted the Government Printing Office completely occupied at all times; therefore, it was essential all agencies farm out work wherever possible. During the discussion of this point, the staff members left the impression their primary consideration was to insure that agency printing plants limit production to material which by its nature is required to be produced in the agency plant. They did not specifically state that the cost involved was of no consequence; however, from the tone of their remarks set forth above, it appeared that any consideration other than keeping the Government Printing Office and commercial plants supplied with work was secondary.

This is certainly rather nebulous & different from first.

With respect to whether there are any limitations in our budget on printing regarding quantity of production or the costs in connection therewith, you are advised that no specific limitations are imposed as to either category. For the fiscal year 1965, in computing our over-all appropriation needs, we estimated approximately \$710,000 would be required for the cost of operating the Printing Unit of the Mechanical Section. Our estimated actual costs for the fiscal year 1965 based on experience up to May 31, 1965, indicate our costs will be approximately \$715,500. In addition to the funds provided for the Printing Unit of the Mechanical Section, our 1965 fiscal year budget provides funds in the amount of \$364,734 for "printing and reproduction" costs. During this fiscal year as in the past the Government Printing Office printed the monthly issue of the Law Enforcement Bulletin and the annual Uniform Crime Reports bulletin. In addition thereto, the Government Printing Office, during this fiscal year, has printed in excess of 40 bureau forms totalling over 16,000,000 copies. During this period, we have paid the Government Printing Office \$153,847 for printing the above-mentioned items. The difference between the \$153,847 paid the Government Printing Office thus far this fiscal year and the \$364,734, provided, has been utilized to defray the costs throughout the field

Memo to Mr. Mohr

Re: Conference with Staff Members

Joint Committee on Printing June 9, 1965

of having photographic work performed, such as developing and printing of pictures taken in connection with our investigative activities, as well as costs of any other services falling within this category.

With regard to the inquiry as to whether it costs the Bureau less to produce some items than it would if such material were referred to the Government Printing Office, or commercial printers to print, attention is called to the following results of a survey conducted in July, 1964, comparing the costs of printing certain forms by the Government Printing Office to the Bureau cost for printing the same forms in our Printing Unit:

<u>FORM NUMBER</u>	<u>RATE PER 1000</u>	
	<u>GPO</u>	<u>BUREAU</u>
1-303 (pink ledger paper	\$5.20	\$2.58
1-307 (blue and pink card stock)	10.38 (1961 order)	4.71 (current price)
FD-204 (thin white)	1.75	1.59
FD-256 (salmon ledger paper)	1.18	.82
FD-263 (thin white)	1.87	1.59

In addition to the above, in July, 1964, a suggestion was made and approved that fingerprint cards, FD-249 and FD-258, be printed by the Mechanical Section instead of the Government Printing Office. Set forth below is the computation of the savings which resulted from this suggestion:

GPO cost to print forms FD-249 and FD-258. (Fiscal year 1963)	\$24,920.51
Printing contributor address on above cards in Bureau print shop	2,023.50
	<u>\$26,944.01</u>
Out of pocket cost if done in Bureau print shop (includes contributor address)	21,070.99
Net annual savings	<u>\$ 5,873.02</u>

Printing industry periodicals have sections devoted to bids received for State and Government printing jobs from commercial printers. Set forth below are several recent contracts which we can compare with our plant costs:

Memorandum for Mr. Mohr
RE: CONFERENCE WITH JOINT COMMITTEE
ON PRINTING (JCP) OFFICIALS 6-9-65

<u>ITEM</u>	<u>BID AWARDED</u>	<u>BUREAU PLANT COST</u>
10,000 inventory forms	\$ 55.00	\$ 37.00
6,250 2 x 3 1/2 inch cards	354.05	193.00
35,000 "Nurses Notes"	175.00	105.00
100,000 toll receipt forms	136.00	110.00

— Making allowance for certain cost items we do not have that a commercial firm must absorb, it is felt our cost will still be lower since, among other things, there is no profit element involved.

The Director's instructions with regard to the approval of requests for printing by Mr. Clayton and Mr. Felt are being followed.

RECOMMENDATION:

That Section Supervisor C. Q. Smith and I be censured for failure to notify you of this meeting.

Also make for his failure to know what is going on in his decisions.
HM ✓ GRC

Felt & Clayton are to cut materially printing in our own Bureau. I recall one case where one sent out to someone an enormous number of copies without any justification.

July 23, 1965

Mr. N. P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

I want you to know how very much I appreciate your helpfulness yesterday in connection with my departure from Washington.

The arrangements made by you at the airport were excellent and greatly facilitated my trip. I am all the more grateful to you for your assistance as I know you interrupted your vacation to take care of this matter for me. I do hope the remainder of your leave will be most enjoyable.

With best wishes,

Sincerely,

J. Edgar Hoover

CT:DSS

REC-139

67-	43941-408
Searched	57
10 JUL 26 1965	

[Handwritten signature]

7 JUL 27 1965

MAIL ROOM ☐ TELETYPE UNIT ☐

Edle _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

SENT TO THE
DIRECTOR
FOR SIGNATURE
AND MAILING
7-22-65

REPORT OF MEDICAL EXAMINATION

FBI
88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME <u>Callahan, Nicholas Peter</u>		2. GRADE AND COMPONENT OR POSITION <u>Assistant Director</u>	3. IDENTIFICATION NO. <u>11-8-65</u>
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <u>Annual</u>	6. DATE OF EXAMINATION <u>11-8-65</u>
7. SEX <u>M</u>	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____	10. AGENCY 11. ORGANIZATION UNIT
12. DATE OF BIRTH <u>12-26-13</u>	13. PLACE OF BIRTH <u>Washington, D.C.</u>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <u>NNMCC</u>			16. OTHER INFORMATION
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS

NOR-MAL	CLINICAL EVALUATION (Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR-MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under stems 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under stems 69, 60 and 67)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium tests under stem 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

ENCLOSURE

REC-139

39- Pt. ing. hemorrhaphy appendec-tomy scar.
12/11
(Continue in item 73)

67-43961-409
Searched _____ Numbered 31
7 NOV 29 1965

44. DENTAL (Place appropriate symbols above or below number if upper and lower teeth, respectively.) O—Restorable teeth I—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
R I G H T	L E F	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17		
X X X X	X X X X	

45. URINALYSIS: A. SPECIFIC GRAVITY B. ALBUMIN C. SUGAR		46. CHEST X-RAY (Place, date, film number and result) <u>See Report</u>	
47. SEROLOGY (Specify test used and result) <u>Non Reactive</u>		49. BLOOD TYPE AND RH FACTOR	
48. EKG <u>See Report</u>		50. OTHER TESTS	

MEASUREMENTS AND OTHER FINDINGS																																										
51. HEIGHT 68 1/2		52. WEIGHT 162 1/2		53. COLOR HAIR Brown		54. COLOR EYES Brown		55. BUILD: (Check one) <u>Slender</u>		MEDIUM	HEAVY <input checked="" type="checkbox"/>	OBESE	56. TEMPERATURE 97.7 F																													
57. BLOOD PRESSURE (Arm at heart level)								58. PULSE (Arm at heart level) 72																																		
A. SITTING SYS. 108 DIAS. 88		B. RECUMBENT SYS. 116 DIAS. 74		C. STANDING (3 min.) SYS.		A. SITTING 80		B. AFTER EXERCISE		C. 2 MIN. AFTER		D. RECUMBENT 76		E. AFTER STANDING 3 MIN.																												
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION																																		
RIGHT 20/20		CORR. TO 20/		BY.		S.		CX		0 =		CORR. TO 24/8		BY LENS																												
LEFT 20/20		CORR. TO 20/		BY		S.		CX		0 =		CORR. TO 24/8		BY LENS																												
62. HETEROPHORIA (Specify distance)																																										
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT		PC		PD																												
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)				UNCORRECTED																														
RIGHT LEFT				AOC-1940 18/18								CORRECTED																														
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST				69. INTRAOCULAR TENSION																														
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																														
RIGHT WV 15 /15 SV 15 /15				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td></td> <td>250 256</td> <td>500 512</td> <td>1000 1024</td> <td>2000 2048</td> <td>3000 2896</td> <td>4000 4096</td> <td>6000 6144</td> <td>8000 8192</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td>60-22</td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>									250 256	500 512	1000 1024	2000 2048	3000 2896	4000 4096	6000 6144	8000 8192	RIGHT					60-22				LEFT												
	250 256	500 512	1000 1024	2000 2048	3000 2896	4000 4096	6000 6144	8000 8192																																		
RIGHT					60-22																																					
LEFT																																										
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																										

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)						76. A. PHYSICAL PROFILE																	
						<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>P</td> <td>U</td> <td>L</td> <td>H</td> <td>E</td> <td>S</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						P	U	L	H	E	S						
P	U	L	H	E	S																		
77. EXAMINEE (Check) A. <input checked="" type="checkbox"/> IS QUALIFIED FOR B. <input type="checkbox"/> IS NOT QUALIFIED FOR						B. PHYSICAL CATEGORY																	
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER						<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>A</td> <td>B</td> <td>C</td> <td>E</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>						A	B	C	E								
A	B	C	E																				
79. TYPED OR PRINTED NAME OF PHYSICIAN CAPT. (M.C.) U.S.N.						SIGNATURE																	
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE																	
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which) LCDR DC U.S.N.						SIGNATURE																	
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE																	
						NUMBER OF ATTACHED SHEETS																	

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

F.B.I.
87-103

1. LAST NAME—FIRST NAME—MIDDLE NAME Callahan, Nicholas Peter		2. GRADE AND COMPONENT OR POSITION Assistant Director		3. IDENTIFICATION NUMBER	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 11-8-65	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY	
11. ORGANIZATION UNIT		12. DATE OF BIRTH 12-26-13		13. PLACE OF BIRTH Washington, D.C.	
14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC		16. OTHER INFORMATION	
17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists) Excellent					

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE?				
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)	
FATHER			Pneumonia	69		X	HAD TUBERCULOSIS		
MOTHER			Cancer	86	X		HAD SYPHILIS	Brother	
SPOUSE	51	Good				X	HAD DIABETES		
BROTHERS AND SISTERS	60	Good			X		HAD CANCER	mother	
	64	Good					HAD KIDNEY TROUBLE		
	62	Good				X	HAD HEART TROUBLE		
						X	HAD STOMACH TROUBLE		
CHILDREN		Good				X	HAD RHEUMATISM (Arthritis)		
		Good				X	HAD ASTHMA, HAY FEVER, HIVES		
		Good				X	HAD EPILEPSY (Fits)		
					X		COMMITTED SUICIDE	Brother	
					X		BEEN INSANE		

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)				21. HAVE YOU EVER (Check each item)				
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
	X	SCARLET FEVER, ERYSIPELAS	X		GOITER	X		TUMOR, GROWTH, CYST, CANCER
	X	DIPHTHERIA	X		TUBERCULOSIS	X		RUPTURE
	X	RHEUMATIC FEVER	X		SOAKING SWEATS (Night sweats)	X		APPENDICITIS
	X	SWOLLEN OR PAINFUL JOINTS	X		ASTHMA	X		PILES OR RECTAL DISEASE
X		MUMPS	X		SHORTNESS OF BREATH	X		FREQUENT OR PAINFUL URINATION
X		WHOOPING COUGH	X		PAIN OR PRESSURE IN CHEST	X		KIDNEY STONE OR BLOOD IN URINE
X		FREQUENT OR SEVERE HEADACHE	X		CHRONIC COUGH	X		SUGAR OR ALBUMIN IN URINE
X		DIZZINESS OR FAINTING SPELLS	X		PALPITATION OR POUNDING HEART	X		BOILS
X		EYE TROUBLE	X		HIGH OR LOW BLOOD PRESSURE	X		VENEREAL DISEASE
X		EAR, NOSE OR THROAT TROUBLE	X		CRAMPS IN YOUR LEGS	X		RECENT GAIN OR LOSS OF WEIGHT
X		RUNNING EARS	X		FREQUENT INDIGESTION	X		ARTHRITIS OR RHEUMATISM
X		CHRONIC OR FREQUENT COLDS	X		STOMACH, LIVER OR INTESTINAL TROUBLE	X		BONE, JOINT, OR OTHER DEFORMITY
X		SEVERE TOOTH OR GUM TROUBLE	X		GALL BLADDER TROUBLE OR GALL STONES	X		LAMENESS
X		SINUSITIS	X		JAUNDICE	X		LOSS OF ARM, LEG, FINGER, OR TOE
X		HAY FEVER	X		ANY REACTION TO SERUM, DRUG OR MEDICINE	X		PAINFUL OR "TRICK" SHOULDER OR ELBOW

22. FEMALES ONLY: A. HAVE YOU EVER—		B. COMPLETE THE FOLLOWING:	
X	WORN GLASSES	X	ATTEMPTED SUICIDE
X	WORN AN ARTIFICIAL EYE	X	BEEN A SLEEP WALKER
X	WORN HEARING AIDS	X	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
X	STUTTERED OR STAMMERED	X	COUGHED UP BLOOD
X	WORN A BRACE OR BACK SUPPORT	X	bled excessively after injury or tooth extraction
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?		24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS	
25. WHAT IS YOUR USUAL OCCUPATION?		26. ARE YOU (Check one) <input checked="" type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED	

LOSURU

67-43961-409

mm

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	X	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	X	B. INABILITY TO PERFORM CERTAIN MOTIONS
	X	C. INABILITY TO ASSUME CERTAIN POSITIONS
	X	D. OTHER MEDICAL REASONS (If yes, give reasons)
	X	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	X	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	X	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	X	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
X		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred) Right hernia repair - 1932
	X	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
X		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details) Fractured ankle - 1943
	X	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	X	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	X	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	X	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability)
	X	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

No complaints.

No recurrence of hernia since 1932

b6

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINEE	DATE	SIGNATURE	NUMBER OF ATTACHED SHEETS
CAPT (M.C.) J. SN	11/8/65		1

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 2-25-66

FROM : J. B. Adams

SUBJECT: OFFICE SUMMARY
BALTIMORE OFFICE

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

By memorandum from Mr. Callahan to Mr. Mohr dated 2-24-66 information was furnished for use of the Director concerning the Baltimore Office, in the event he should see SAC Tully, who is reporting to the Bureau on Monday, 2-28-66, for Two-day Conferences. On page 8 of that memorandum, at the bottom of the page, appears this statement "423 pages delinquent as of 4-23-66." This indicates the stenographic delinquency of the Baltimore Office as of 2-23-66, not 4-23-66.

This was a typographical error which was not caught in the proofreading of this memorandum. The memorandum was typed by [redacted] Clerk-Typist GS-3, from information furnished her by SA Lloyd L. Davidson. The dictation from which this was transcribed has been destroyed and it is not possible to state that the error was in that. Accordingly, it is not believed [redacted] should have any responsibility in this matter. SA Davidson read this memorandum and should have detected that discrepancy and had it changed. Every effort is made to see that these memoranda for use of the Director are complete and accurate in every respect. This oversight is sincerely regretted, and intensified attention will be placed in the future on these matters so that instances of this type will not occur again.

ADDENDUM: NPC:gt 2/25/66

The above error should have been detected both by Supervisor Davidson and myself who approved it for the Division and in Mr. Mohr's absence from the office. It is recommended that Supervisor Davidson and I be censured for failure to detect this obvious error. Proposed letters attached.

LLD:mle

Enclosures

MAR 7 1966

67-43961-409X
47-47737-100
8 MAR 2 1966

☆ U. S. GOVERNMENT PRINTING OFFICE: 1961

PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME

Collahan, Nicholas Peter
68 3/4 168 1/2

REGISTER NO.

FBI

WARD NO.

STAFF CLINIC

AGE

51

SEX

M

(Check one)

☐ BEDSIDE, WHEELCHAIR,
OR STRETCHER

☐ BED
PATIENT

☐ AMBULATORY

EXAMINATION REQUESTED

REQUESTED BY

DATE OF REQUEST

11-8-65

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

FILM NO.

24432-65

DATE OF REPORT

TYPED RADIOGRAPHIC REPORT

CHEST FILM of 8 NOV 65: The cardiac silhouette and mediastinal content, hilar shadows and lung fields are within normal limits. Bilateral cervical ribs are present. LTB:vm

Department of Radiology

U. S. Naval Hospital

National Naval Medical Center

25744-64

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

Standard Form 519A (Rev. Aug. 1954)

Promulgated by Bureau of the Budget

Circular A-32 (Rev.)

RADIOGRAPHIC REPORT

519-205

NAME OF HOSPITAL OR OTHER MEDICAL FACILITY

CAPT. MC U

ENCLOSURE

67-43961-409

CLINICAL RECORD

ELECTROCARDIOGRAPHIC RECORD

PREVIOUS ECG
DATE

CLINICAL INDICATION

MEDICATION

☐ EMERGENCY

☐ BEDSIDE

☒ ROUTINE

☐ STIMULANT

DATE

AGE SEX RACE HEIGHT WEIGHT U.S.

31 M C 68 168

SIGNATURE OF WARD PHYSICIAN

INTERVALS

PR

QRS

QT

QRS COMPLEXES

WAVE SEGMENT

AXIS DEVIATION (QRS)

RATE

AURIC.

VENT.

P WAVES

T WAVES

UNUSUAL EXTREMITY LEADS (Specify)

PRECORDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS

LAD

NO SIGNIFICANT CHANGE SINCE 6/19/64

(Continue on reverse)

No

SIGN

[Signature]

TITLE

DATE

ECG

LCDR MC USM

PATIENT IDENTIFICATION (For typed or written entries above, Name - last, first, middle, grade, date, hospital or medical facility)

REGISTER NO.

WARD NO.

FBI

DATE

Callahan, Nicholas P

Asst. Director FBI

NAME

ELECTROCARDIOGRAPHIC RECORD
Standard Form 320

10-101
10-102

67-42421-408

med

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Callahan, Nicholas P.

Last

First

Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes. If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes. If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

67-43961-40

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large
5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

b6

(Signature of Medical Examiner)

(Date)

11-19-65

March 1, 1966

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

You approved a memorandum dated February 24, 1966, which was found to contain an error. It is apparent that you did not afford this communication the necessary attention at the time it was approved by you.

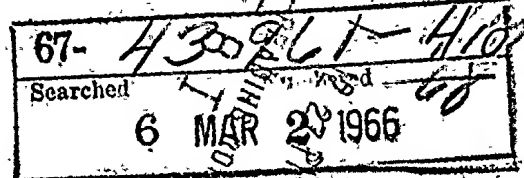
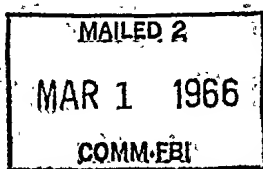
In the future, I will expect you to be more alert to such matters so that errors of this type may be eliminated.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

REC-141



1 - Administrative Division Personnel File

Based on J. B. Adams to Mr. Callahan memo, 2/25/66, LLD:mle, with Addendum, NPC:gt, 2/25/66.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

HNB:ped (4)

MAIL ROOM ☐ TELETYPE UNIT ☐



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

January 5, 1966

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
Assistant Director Nicholas P. Callahan	1/5/66	Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife

Address	
5611 Chesterbrook Road, Washington, D. C. 20016	

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife

Address	
5611 Chesterbrook Road, Washington, D. C. 20016	

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

JAN 6 1966

J. Edgar Hoover, Director



N. P. Callahan
Special Agent
Assistant Director

3-ecq

January 31, 1966

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

It is a pleasure to commend you for the outstanding attitude you exhibited in reporting for duty today despite extremely hazardous travel conditions.

You demonstrated a sincere devotion to duty in considering your services so essential that in spite of an announcement that all Federal Government agencies would be closed you reported for duty. I do not want the opportunity to pass without advising you of my appreciation and that I have instructed that a copy of this letter be placed in your personnel file.

Sincerely yours,

J. Edgar Hoover

134

60 1 11 2 1966

March 4, 1966

PERSONAL

Dear Callahan:

This is your Thirty-first Anniversary with the Bureau, and I certainly could not let the occasion pass without extending my congratulations to you. You have my best wishes for a happy day and I hope we shall have the benefit of your fine services for many years to come.

Sincerely,

J. EDGAR HOOVER

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C. REC-146

67- 43961-411
Searched _____
Numbered _____
1 MAR 8 1966

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holloman _____
Gandy _____

Anniversary 3/4 - Friday

JEH:edm (3)

edm

SENT FROM D. O.	
TIME	8:40 am
DATE	3/4/66
BY	<i>[Signature]</i>

MAIL ROOM ☐ TELETYPE UNIT ☐

PERSONAL ATTENTION

67-1007-10

DUPLICATE YELLOW

Mr. Nicholas P. Callahan

This sets a proper example for other Divisions and observes the spirit of maximum economy in manpower utilization.

The matter of procuring new automatic data processing computers must be pushed to the fullest extent in order that our various proposed programs may be operational at the earliest possible date. This is a program in which we must assume and maintain front-line leadership in the law enforcement field, and I want no reasonable effort spared to keep the Bureau constantly abreast of all pertinent experiments and advances in this rapidly moving age of automation which seems to hold so much promise for law enforcement. I desire to be kept currently posted on all pertinent information and progress. You must personally insure that the Voucher-Statistical Section, which handles the Bureau's automatic data processing work, is adequately staffed by competent personnel and equipped with the best available computers.

The Inspector conducted a special survey of applicant recruitment policies and procedures and I have separately approved all of his recommendations designed to strengthen and intensify recruitment of urgently needed Special Agent and clerical personnel. You have been given additional Agent supervisors to assist in this emergency and you should promptly recommend releasing the two on temporary loan as soon as the applicant work will permit. Notwithstanding the greatly stepped-up tempo of field activity in recruiting and the current indications of significant positive results, the fact remains you have not succeeded in bringing the Seat of Government up to its clerical quota. You must maintain all pressures without letup, and through better anticipatory planning and taking nothing for granted, you must prevent such urgent personnel needs from arising hereafter. The failure of the Administrative Division to completely meet this recruitment problem as the needs arose has been evaluated by the Inspector in downgrading the adjective rating assigned to your Specific Division Operations.

The suggestion made by the Inspector with regard to the destruction of requisitions for completed Photostat and other copy work, as well as that which provides tighter controls over transmittal of Security Index Cards, should be promptly implemented.

The noteworthy reduction effected in the volume of printing done in the Mechanical Section is creditable action in the right direction which I want continued. The strict controls established within the past year to govern approval of printing requisitions should remain and, of course, you should keep alert to additional possible reductions in force as printing volume decreases further and employee experience and skills increase.

Mr. Nicholas P. Callahan

The Budget and Accounting Section should carefully follow all developments essential to compliance with current instructions of the Bureau of the Budget placing the Executive Branch under an integrated planning-programming-budgeting system. In this connection you should arrange for early training and maximum utilization of the Agent supervisor whose duties in the Administrative Review Unit will not fully occupy him once he has become oriented to them.

The Inspector reported your Division continues to set a commendable example in using clerical personnel to release Special Agent supervisors, and you have provided for essential flexibility of personnel to accommodate the frequent peaks of work. Your stenographic productivity was well above and retypes were well below Seat of Government averages, a credit to the industry and proficiency of those employees.

With so much recent emphasis on detecting and preventing abuses of sick leave privileges such as recently highlighted in other Federal agencies, it is reassuring to note the small number of Bureau cases which require special following. However, this entire situation must be re-evaluated on receipt of the next annual report in March, 1966, so as to be certain our system is fully adequate.

Although the number of suggestions made by Administrative Division employees and those adopted both reflected slight declines over the preceding year, I was pleased to note that monetary savings accruing therefrom more than doubled. Continue to stress broader employee participation in the suggestion program at every opportunity. Your contributions to economy were also significant in the sizeable savings realized from rentals of Xerox and computer equipment, obtaining surplus property through General Services Administration, from our own typewriter repair service, and from streamlining effected in the processing of Bureau applicants. You should give additional attention, however, to expedite the purging of the remaining cabinets of old photographic negatives so as to bring that project into current status.

Your personnel complement should be fully adequate with the permanent ceiling of twenty-six Special Agent supervisors approved during the inspection, and the 563 clerical ceiling set by the Inspector. Any future increases in either ceiling will have to be approved in advance on the basis of complete and specific justification.

The Inspector reported employee morale throughout your Division was high. Your recreational program seems very effective, with all but two employees holding membership in the FBI Recreation Association. Although the

Mr. Nicholas P. Callahan

total instances of employees recognized for commendations, incentive awards and quality increases were substantially less in the nine-month period of 1965 than in the comparable 1964 period, the drop was attributable to extraordinary factors in 1964 rather than any slackening of supervisory alertness to opportunities for recommending deserving cases. I was pleased to note the inspection found the Applicant and Placement Unit is closely supervising clerical promotions to insure selection of the most deserving personnel.

Although it is heartening to observe that work-related accidents fell from twenty-one to seventeen this past year, the total is still too high. You must intensify your stress on safety first, especially because your Division has many areas of quasi-hazardous work.

The Inspector has again this year reported most favorably on your contact program and it is gratifying that you are culling out unproductive and unnecessary contacts.

The inspection findings should be carefully reviewed by you and your supervisory staff and necessary action taken on all matters brought to your attention by the Inspector and in this letter. The Inspection Division should be advised as soon as possible of corrective action you have taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W.M. Felt to Mr. Tolson dated February 28, 1966, captioned, "Inspection - Administrative Division, Inspector H. L. Edwards, 1/11/66 - 2/4/66." HLE:wmj

MR. TOLSON

February 28, 1966

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION

INSPECTOR H. L. EDWARDS

1/11/66 - 2/4/66

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge of the Division since 12/30/59. Eugene W. Walsh, Number One Man since 2/14/61. Last inspection: 2/25/65 - 3/16/65.

Physical Condition and Maintenance - Excellent (Last Inspection - Very Good). Division's activities conducted in four buildings (Justice, Identification, Old Post Office and Government Accounting Office). Space well organized, secure. Maintenance proper except for minor housekeeping delinquencies detected and ordered corrected. General Services Administration (GSA) and Fire Inspector were consulted re dust collecting on pipes in the Visual Presentation Unit noted during last inspection, and since no health or fire hazard involved decision made to avoid expense of periodic cleaning and rely on rechecks by GSA and Fire Inspector to prevent hazards from accumulation of dust. Inspector instructed such rechecks be made at least annually. New Space Unit approved 1/19/66 and employment of a Space Planning Specialist in GS-13 authorized to coordinate problems re field space and new FBI Building, Washington, D. C., latter scheduled for occupancy Spring, 1970. Division alert to necessity of keeping Director currently advised of developments. Cars fully utilized, no safety delinquencies noted in 15 of 33 cars inspected, one accident since last inspection, employee held responsible. Vehicle repair and operating costs down since last inspection but both still above field average primarily due to unusual nature of services required. Economy stressed. Daily checks being made of Director's and Associate Director's cars. During inspection, separate special survey conducted of all equipment used for technical surveillances (MISURS and TESURS), and Director approved placing one half of inventory in "moth ball" storage at Quantico for war emergency use. FBI Laboratory is implementing this and Administrative Division will adjust inventory records as warranted.

Specific Division Operations - Good (Last Inspection - Very Good). Work load has increased in most sections and units since prior inspection, but has been absorbed without significantly increased clerical staff, except in Voucher-Statistical Section, which has been coping with tremendous challenges of automation, and rendering noteworthy new services plus abnormally heavy regular services to other Divisions and field through Automatic Data Processing, all of which resulted in authorized increase (prior to current inspection) of 22 clerks. Voucher-Statistical Section authorized 1/17/66 to order IBM equipment to handle computerized National Crime Information Center, expected to be

1 - Mr. Callahan (Att: Mr. J. B. Adams) (Sent Separately)

1 - Personnel Files of Nicholas P. Callahan and Eugene W. Walsh

Enclosure

HLE:wmj (6)

10
CONTINUED - OVER

Memo for Mr. Tolson
Re: Inspection - Administrative Division

operational January, 1967. Inspector made complete analysis of applicant recruitment in view of urgent needs. Various recommendations approved (separately handled) to increase recruiting pressures, accelerate processing, and intensify employee participation in program. Despite greatly stepped-up tempo of field activity in recruiting and current indications of significant positive results, fact remains Administrative Division has not succeeded in bringing Seat of Government up to clerical quota (as of close of business 2/24/66 Seat of Government was 247 clerks under quota and 184 appointments were outstanding). Division fully realizes all pressures must be maintained without letup. Failure in completely meeting problem as needs arose evaluated by Inspector in downgrading adjective rating covering Specific Division Operations. Division has effected noteworthy reduction in volume of printing done in Mechanical Section pursuant to Director's desires (approximately 25% or 23,812,727 less pages June - December, 1965, compared with same period 1964). Strict controls governing approval of printing requisitions functioning satisfactorily. Personnel reduced accordingly, and Division was instructed to be alert to additional reductions in force as printing volume decreases and employee experience and skills increase. Budget and Accounting Section currently taking steps to adhere to instructions of Bureau of Budget placing Executive Branch under an integrated planning-programming-budgeting system. This will necessitate reorganizing Bureau's budgeting procedures and cost data, and may require additional personnel when implications fully understood. Division adopted Inspector's suggestions to (1) destroy voluminous requisitions for completed Photostats and Xerox copies at end of 6 months (previously 3 years); and (2) tighten control over transmittal of security index cards between Identification Building and Domestic Intelligence Division.

Administrative Operations - Very Good (Last Inspection - Good). Division has set commendable example in using clerks to maximum to release Special Agent supervisors; also has provided for maximum flexibility of personnel to handle peaks and valleys of work so common to a Division characterized by service responsibilities when fluctuations in work load result from almost every major change in policy or procedure of other Divisions and field. Stenographic productivity well above and retypes well below Seat of Government averages, representing improvement over last inspection. Division exemplifies commendable administrative tightness and foresight in having strict controls to detect and prevent sick leave abuses such as recently highlighted in other Federal agencies. Only 101 cases throughout Bureau require special following, and entire situation to be re-evaluated on receipt of annual report March, 1966. In 1965, 49 suggestions made, 33 adopted, annual savings \$28,527.83 as compared to 1964 - 54 suggestions, 38 adopted, annual savings \$11,574.09. \$175,755 saved due to other matters including rental of Xerox, new lease for computer, obtaining excess property through CSA contacts and repair of typewriters by Bureau mechanics. Purging of photographic negative files maintained by Division in 92 cabinets (approved last inspection) has cleared 87 cabinets. Domestic Intelligence Division move to new building will accelerate purge of 16 additional cabinets; Division instructed to expedite bringing purging project into current status.

Personnel Matters - Very Good (Last Inspection - Very Good). Division's request for 4 additional Agent Supervisors in Personnel Section (2 permanent and 2 temporary) approved

Memo for Mr. Tolson
Re: Inspection - Administrative Division

during inspection. This brings total Agents to 28, of which 2 temporary Agents to be released after applicant drive permits. Clerical strength set at 563, up 37 from last inspection, increase mostly due to 22 additional clerks previously authorized for computer work. Morale high. FBIRA membership 99.6% (only 2 employees not members), and recreational program very effective. No Agents overweight. One Agent continues on limited duty due to osteoarthritis of hip; retention in position justified, supervisory performance not affected. One clerk on probation. Voluntary overtime productive and equitably shared by those receiving premium pay. Work-related injuries down from 21 during period 4/1/64 to 12/31/64 to 17 during period 4/1/65 - 12/31/65; safety stressed. In fiscal 1965 Division had 137 employee recognitions (commendation, incentive awards and quality increases) down 61 from 198 in fiscal 1964, decrease due to large number awarded in 1964 based on such major cases as assassination of President Kennedy, [redacted] Kidnaping case and 3 murdered civil rights workers in Mississippi. All Divisions at SOG equitably contributing clerical candidates to Promotional Availability List. Division closely supervises clerical promotions in field to insure selection of most deserving personnel. b6

Contacts - Excellent (Last Inspection - Excellent). Assistant Director and all logical Division personnel continue excellent liaison with Congress, Government officials, pertinent key transportation and industrial contacts. Division has kept contacts current and weeded out dead wood. Division's liaison has brought incalculable monetary and service benefits to Bureau.

RECOMMENDATIONS:

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$25,382, not on probation. Has excellent appearance and personality, is dedicated, loyal, has wealth of specialized knowledge and experience, including many well-placed contacts in key budget, procurement and transportation areas. He has been impressed by the necessity of applying strong and sustained pressures to promptly fill Bureau's applicant needs, and to closely follow all developments in computer field so as to keep Bureau in forefront. Inspection findings warrant continuance in present position. Recommend approval of attached letter summarizing the results of inspection.

2. Inspector Eugene W. Walsh, Number One Man, GS-16 @ \$21,653, not on probation. Has excellent appearance, a dynamic personality, is excellent teamworker, administrator and executive. Inspection findings justify continuance in present capacity. Attached letter to Assistant Director Callahan will also inform Mr. Walsh of inspection findings.

Memo for Mr. Tolson

Re: Inspection - Administrative Division

3. Recommendations concerning other personnel handled separately.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHANWhere Assigned: ADMINISTRATIVE
(Division) (Section, Unit)Official Position Title and Grade: ASSISTANT DIRECTORRating Period: from APRIL 1, 1965 to MARCH 31, 1966ADJECTIVE RATING: OUTSTANDING
*Outstanding, Excellent, Satisfactory, Unsatisfactory*Employee's
InitialsRated by: [Signature] Assistant to the
Signature Title Date 4/1/66Reviewed by: Coyde A. Tolson Associate Director
Signature Title Date 4/1/66Rating Approved by: [Signature] Director
Signature Title Date 4/1/66

TYPE OF REPORT

☒ Official
☒ Annual

REC-136

67- 43 961-412	
Searched	Numbered
<input type="checkbox"/> Administrative	APR 8 1966
<input type="checkbox"/> 60-Day	
<input type="checkbox"/> 90-Day	
<input type="checkbox"/> Transfer	
<input type="checkbox"/> Separation from Service	
<input type="checkbox"/> Special	

APR 13 1966

3. [Signature]

**NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION**

For the period April 1, 1965, to March 31, 1966, Mr. Callahan has discharged his many and varied responsibilities in a manner which clearly merits the rating of Outstanding.

Mr. Callahan presents an exceptionally fine appearance and, owing to his outstanding personality, is extremely effective in his personal contacts with highly placed officials in the Government and in private industry. His judgment is peerless and he has consistently demonstrated good, common sense and the ability to quickly and clearly define and achieve proper objectives. Mr. Callahan has willingly assumed and capably discharged his responsibilities and has shared the burden of the ever-increasing obligations of the Bureau. He approaches his work aggressively and positively in order to serve the Bureau's best interests at all times.

As Assistant Director in charge of the Bureau's budgetary and fiscal matters, all phases of personnel management, property procurement and management, graphic and visual presentations, printing, and voucher and statistical matters, Mr. Callahan has been particularly alert to initiate improvements in these programs and to guard our best interests. He has demonstrated unusual drive and enthusiasm and has been most aggressive in directing the responsibilities of his division. He is an inspiration to his associates and the morale of employees in his division, who admire and respect him, is exceptionally high.

The consistently dedicated performance of Mr. Callahan has been reflected by his many achievements during the rating period and clearly justifies the rating of Outstanding.

Mr. Tolson

3-28-66

J. P. Mohr

JOSEPH J. CASPER
Assistant Director
Training Division

NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Casper, Callahan and Tavel in which their services have been rated Outstanding for the period April 1, 1965, to March 31, 1966. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official. Thereafter they must be transmitted to the Department with other such ratings for approval by the Departmental Committee on Incentive Awards. Messrs. Casper, Callahan and Tavel will then be entitled to cash incentive awards of \$500 as has been approved in the past for Assistant Directors and above.

RECOMMENDATION:

That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Casper, Callahan and Tavel and, upon approval of the ratings by the Departmental Committee on Incentive Awards, that each be furnished a copy of his rating and approved for an incentive award of \$500.

67-2071-1000
Enclosures 66

LDH:jap

(4)

- ① - Personnel File of Nicholas P. Callahan
1 - Personnel File of William S. Tavel

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 3/23/66

I certify that I have ☒ received ☐ returned the following Government property for official use:

Training Document:

#33, copy No. 3, "Confidence Games" ✓

Posted prop. card 3-29-66 *SEM*

FILE

3/ *SEM*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67-1
3 MAR 30 1966

Very truly yours,

(Signature)

(Typed name)

N. P. Callahan

N. P. Callahan

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

March 10, 1966

I certify that I have received the following Government property for official use:

~~XXXXXX~~

One copy (#6) of FBI monograph "Automatic Data Processing in the FBI."

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67
MAR 25 1966

Very truly yours, FILE

3/ WEG

(Signature)

N. P. Callahan

(Typed name)

N. P. CALLAHAN
ASSISTANT DIRECTOR

April 7, 1966

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

It is indeed a pleasure to advise you that your fine services from April 1, 1965, to March 31, 1966, have earned you an Outstanding performance rating, which has been approved by the Departmental Committee on Incentive Awards. A copy of this rating is enclosed, which you may retain.

In special recognition of your dedicated performance, I have approved an incentive award for you in the amount of \$500.00 and the enclosed check represents this award. I do not want the occasion to pass without expressing my sincere appreciation for the exceptional manner in which you have handled your heavy responsibilities.

Sincerely,

J. Edgar Hoover

REC-143

43961-413

[Handwritten signatures and initials]

MAILED 22
APR 7 1966
COMM-FBI

Enclosures (2)

1 - (Sent Direct)

LRH:ers

(4)

Award #670-66

Based on memo Mr. Mohr to Mr. Tolson, 3/28/66
Salutation per file.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

APR 14 1966

MAIL ROOM ☐ TELETYPE UNIT ☐

b6

[Handwritten initials]

NICHOLAS P. CALLAHAN

April 8, 1966

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Wick	✓
Mr. Casper	
Mr. Callahan	
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Miss Holmes	
Miss Gandy	

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Boss:

I am deeply grateful for your letter of April 7, advising me of my outstanding performance rating together with the cash award which accompanied it.

Through my continued effort and loyalty I shall endeavor to more meaningfully express my thanks for your very generous consideration.

Sincerely,

Nick Callahan

Nick Callahan

REC-1311

43961-4141
Searched
3 APR 11 1966

EST

File
gbr

6 APR 14 1966 *g5*

April 21, 1966

Mr. Nicholas R. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am pleased to commend, through you, the clerical personnel in your division who participated in such an excellent manner relative to the handling of an unusually large number of Bureau tours during this past Easter Season.

They carried out their responsibilities with enthusiasm, proficiency and friendliness and the successful accommodation of this influx of tourists can be attributed to their dedicated services and I am most appreciative.

Sincerely yours,

J. Edgar Hoover

REC-147

MAILED 4
APR 21 1966

COMM-FBI

1 - Mr. Callahan (Personal Attention)

Copies of this letter are being placed in the files of appropriate personnel in your division.

1 - (Sent Direct)

KEC:eaj
(19)

Based on memo - Wick 4-18-66 re: FBI Tours, Easter Season, 1966, Commendatory Matter.

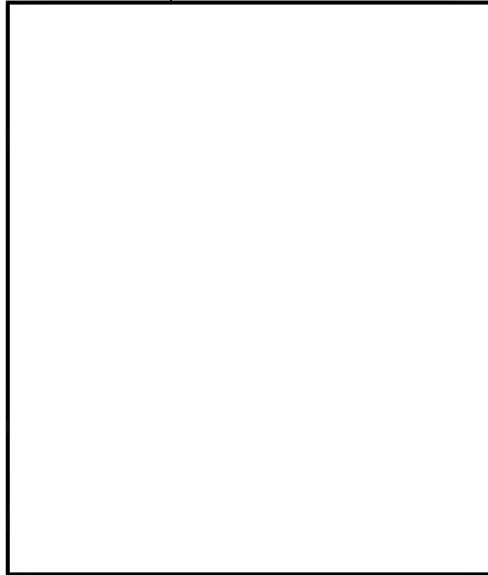
XEROX
MAY 5 1966

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAY 6 1966
MAIL ROOM TELETYPE UNIT ☐

Copies prepared and attached for placing in files of: OVER

Letter to Mr. Nicholas P. Callahan
FBI, Washington, D. C.



b6

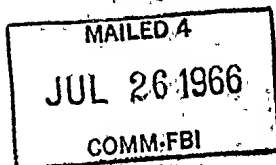
July 26, 1966

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I have noted that the personnel in the Administrative Division generously participated in the Bureau's Blood Donor Program during the past fiscal year, contributing materially to the fact that we exceeded our quota of blood donations, and I want to convey, through you, my sincere appreciation.

From the record achieved, it is apparent that personnel throughout your division wholeheartedly supported this program, sacrificing their convenience in order to be of service. I want you to extend this expression of my commendation to everyone who participated so enthusiastically in this extremely worthwhile matter.



Sincerely yours,
REC-133
J. Edgar Hoover

1 - [] (Sent Direct)

CTP:ej
(4)

67-43961-152
Searched
6 AUG 1966
REC'D-READING ROOM
JUL 26 1966
b6

XEROX
AUG 9 1966

Based on memo Adams to Callahan 7-20-66 re Blood Donor Program, American Red Cross, Bethesda Naval Hospital.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ 1966
TELETYPE UNIT ☐
32

PROS. REC. UNIT

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 6-9-66

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. Official Parking Permit #1910
expires 6-30-67

RETURNED

D. C. Official Parking Permit #2911
expires 6-30-66

*Detached
6-17-66
File*

FILE
3/12/60

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

37-NOI RECORDED

2 JUN 20 1966

Very truly yours,

(Signature)

Nicholas P. Callahan

(Typed name)

Nicholas P. Callahan

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 5/19/66

I certify that I have ☐ received ☒ returned the following Government property for official use:

TRAINING DOCUMENT #33, "CONFIDENCE GAMES" (COPY 3)

*deleted from
prop 5-27-66
WEG*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

Very truly yours, 31

WEG

(Signature)

Nicholas P. Callahan

(Typed name)

NICHOLAS P. CALLAHAN

67-NOT RECORDED

6 MAY 31 1966

September 20, 1966

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

X administration Dir
Dear Mr. Callahan:

I want to commend, through you, the personnel in your division who performed excellent services in conducting tours of our facilities for several thousands of visitors during this past summer.

They carried out their duties with vigor, tact and efficiency and the successful accommodation of this influx of tourists can be attributed directly to their devoted efforts. Please convey my appreciation to all who assisted.

Sincerely yours,

1 - Mr. Callahan, (Personal Attention)

A copy of this letter is being placed in files of appropriate personnel.

Ref
put [redacted] (Sent Direct)

KEC:bl
(19)

Based on memo [redacted] Wick 9/14/66 re: FBI Tours, Summer Season, 1966, Commendatory Matters.

Copies prepared and attached for placing in files of [redacted]

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

150 XEROX
SEP 28 1966

MAIL ROOM ☐ TELETYPE UNIT ☐

REC'D-READ/ROD
SEP 21 3 41 PM '66

64-43961-57
SEP 28 1966

b6

JP
APC
amman
AR

November 29, 1966

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Administrative Div.
Dear Mr. Callahan:

I am pleased to commend, through you, the personnel in the Exhibits and Mechanical Sections who performed so expertly in the preparation of an FBI Facial Identification Catalog for the use of the field in requesting artist's conceptions.

A great deal of skill and technical knowledge on the part of everyone who participated have provided our agents with an important tool which will be of valuable assistance in the solving of difficult cases. Please convey my appreciation to them for their exemplary work.

Sincerely yours,

J. Edgar Hoover

1 - Mr. Callahan (Personal Attention)

Copy of this letter is being placed in files of appropriate personnel.

REC-139

1 - (Sent Direct)

67-43965-418	
Searched	Indexed
2 DEC 1966	

KEC:bl
(f6)

Based on memo Dunphy-Callahan 11/23/66 re: FBI Facial Identification Catalog.

XEROX 49

DEC 19 1966

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐
Copies prepared and attached for placing following files: OVER

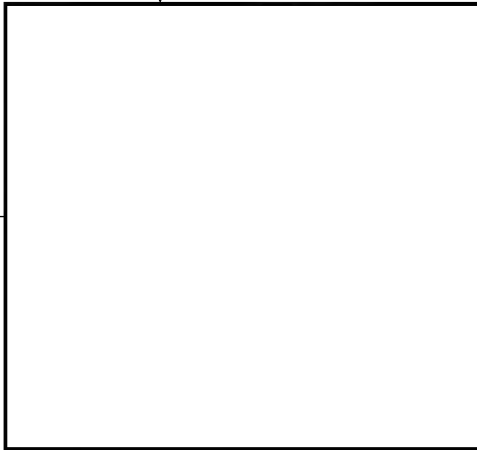
REC'D-READING ROOM
FBI

NOV 29 3 22 PM '66

b6

afh

Mr. Nicholas P. Callahan



b6

UNITED STATES GOVERNMENT

Memorandum

TO : MR. MOHR

DATE: 11-23-66

FROM : N. P. CALLAHAN

SUBJECT: SA [REDACTED]
San Antonio Office
EOD 1-28-63; GS-11, \$10,166
Veteran
On Probation since 6-14-66.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

Nicholas Callahan
The purpose of this memorandum is to fix responsibility and recommend appropriate action in connection with overpayment in premium pay benefits to the captioned Agent. SA [REDACTED] should have been removed from such benefits effective 6-5-66 based on action taken under date of 6-14-66. This was not done and he has continued to receive premium pay benefits up to the present time. Total overpayment for such benefits amounts to \$463 through the pay period ending 11-19-66.

By way of background memorandum from Mr. Felt to Mr. Tolson, 6-6-66, recommended and the Director approved that SA [REDACTED] (then assigned Oklahoma City) be censured, placed on probation, transferred to a non-preference office and removed from premium pay benefits as the result of work deficiencies detected during an inspection of the Oklahoma City Office and since [REDACTED] had not equitably shared the office overtime for the past several months. During the period July, 1965, through April, 1966, he had not equaled or exceeded the overtime average of the office during any month. On 6-14-66, he was ordered transferred to San Antonio and by letter of the same date was censured and placed on probation for his work deficiencies. Copies of the letter to [REDACTED] were designated for SACs Oklahoma City and San Antonio with instructions that [REDACTED] should be advised of his removal from premium pay benefits effective 6-5-66 for his failure to equitably share the work load in the Oklahoma City Division and that he should not be assigned work requiring the performance of overtime and should not be certified for premium pay benefits until he had demonstrated he was able and willing to equitably share the work load.

2
A copy of the 6-14-66 letter to [REDACTED] including the instructions mentioned above regarding his removal from premium pay benefits, was designated for the Voucher-Statistical Section so that section could record his

Enclosures

FDH:jal (8)

1 - Mr. Cavanaugh

1 - Mr. Row

1 - Personnel File of [REDACTED]

1 - Personnel File [REDACTED]

1 - Out of Service File [REDACTED]

1 - Out of Service File [REDACTED]

(OVER) 3/11

Memorandum to Mr. Mohr

Re: SA [redacted]

probationary status and also remove him from premium pay benefits. In addition, after the letter was mailed the yellow file copy of the letter was routed to the Voucher-Statistical Section to insure that all necessary action was taken in that section. Both the copy designated for Voucher-Statistical Section and the yellow file copy were handled in the Voucher-Statistical Section by Supervisory Coding Clerk [redacted], GS-5, who is assigned to the Personnel Statistics Unit. [redacted] properly recorded [redacted]'s probationary status but failed to see that the Payroll Preparation Unit of the Voucher-Statistical Section (which handles payroll matters) was notified so that [redacted] would be removed from premium pay benefits. Consequently, no action was taken to remove him. [redacted] initialed the yellow file copy of the letter to [redacted] for the Voucher-Statistical Section after recording [redacted]'s probationary status, thereby indicating that all necessary action in the section had been completed when, in fact, it had not. He explained that since information regarding payroll actions is normally forwarded to the Payroll Preparation Unit independently from forms and letters received in his unit, he did not send this letter to the Payroll Preparation Unit.

b6

The fact that [redacted] had not been properly removed from premium pay benefits would have been detected and corrected as early as the first part of July, 1966, had the monthly overtime reports from his office of assignment for the months of June, 1966, and subsequent months been properly processed in the Payroll Preparation Unit. [redacted] was not certified by his SAC to receive premium pay benefits on each of these monthly overtime reports beginning with the month of June, 1966. Corrective action to remove him from premium pay could have been taken had these reports been properly and promptly processed. Responsibility for continued payment of premium pay benefits to [redacted] after receipt of his overtime reports for June and succeeding months, therefore, lies directly with the Payroll Preparation Unit. The employees responsible for checking the monthly overtime reports for these months were former employees [redacted] (now resigned) and [redacted] (now in military service). The Supervisor of this unit [redacted] in the attached explanation admits her responsibility to see that these checks were made and attributes her failure to do so to the extremely heavy work load in the unit and the shortage of qualified personnel which has made it necessary for her to handle considerable detail work herself and to put in a large amount of overtime. (This is verified by the Chief of the Voucher-Statistical Section who points out that since 6-1-66 [redacted] has averaged over 2 hours' overtime per day).

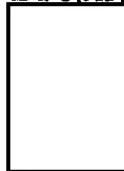
Memo: Callahan to Mohr

Re [redacted]

The fact that [redacted] was still receiving premium pay benefits came to light when SAC Cole of San Antonio, while calling the Bureau on other matters 11-16-66, mentioned that premium pay was still being included in [redacted]'s salary check despite advice in the letter of 6-14-66 that he had been removed from premium pay. It should be noted that following the action against [redacted] he wrote the Director 6-21-66 protesting and asking reconsideration of the action taken against him, including his removal from premium pay benefits of which he had been advised by SAC Oklahoma City pursuant to Bureau instructions. His protest was considered by memorandum Mr. Felt to Mr. Tolson 6-27-66 and with the Director's approval [redacted] was advised by letter 6-28-66 that the action taken in his case was completely justified. It is therefore conclusive that [redacted] is aware that he should have been removed from premium pay benefits effective 6-5-66. His overtime since June, 1966, as compared with that of the San Antonio Office (where he reported 7-5-66) has been as follows:

Month
July
August
September
October

SA Brophy



Office
2' 38"
2' 32"
2' 36"
2' 26"

b6

[redacted]'s overtime during the above period has been above the minimum daily average of 1' 12" necessary to qualify for premium pay benefits but substantially under the average of the San Antonio Office. It is noted that in connection with the instructions to his SAC concerning his removal from premium pay the SAC was told he should not be assigned work requiring the performance of overtime and should not be certified for premium pay until he had demonstrated he was able and willing to equitably share the work load.

A check of those Agents not certified for premium pay benefits against payroll records has disclosed no other instance where appropriate removal action was not taken. It appears that this case was an isolated instance and the original failure to remove [redacted] from premium pay benefits was caused by the failure of Clerk [redacted], to insure that all action necessary in the Voucher-Statistical Section was taken in connection with the letter to [redacted] dated 6-14-66. While [redacted] did take proper

Memorandum to Mr. Mohr

Re: SA [redacted]

action insofar as his particular unit was concerned in seeing that [redacted]'s probationary status was recorded, he should not have initialed the yellow file copy of this letter for the section without first making sure that the removal of [redacted] from premium pay benefits had actually been effected. The failure to detect and correct this error upon receipt of the monthly overtime reports for June, 1966, and subsequent months rests with the Payroll Preparation Unit which did not properly and promptly process these reports.

RECOMMENDATIONS:

1 - That [redacted] Supervisor of the Payroll Preparation Unit, Voucher-Statistical Section, be censured for her failure to adequately supervise the checking of monthly overtime reports which resulted in this error not being detected and corrected upon receipt of [redacted]'s overtime reports beginning with the report covering June, 1966.

b6

2 - That Clerk [redacted], who handled the action involving [redacted] for the Voucher-Statistical Section, be censured for not insuring that all necessary action in the section had been taken before he initialed the yellow file copy of the letter to [redacted] dated 6-14-66 for the section.

3 - That copies of this memorandum be placed in the out of service files of former employees [redacted] and [redacted] in the event they should apply for reinstatement.

(OVER)

Memorandum to Mr. Mohr
Re: SA [redacted]

4 - That action now be effected to remove [redacted] from premium pay benefits as of 6-5-66 as originally approved, and that he not be restored to such benefits until he demonstrates for an appropriate period his ability and willingness to equitably share the work load.

Memo to SAC San Antonio
11/28/66 PDH:mf

Yes. ✓
[Signature]

5 - That starting with the pay period beginning 11-20-66 premium pay benefits be deducted from [redacted]'s salary check and that [redacted] be required to reimburse the Bureau for the premium pay benefits overpayment for the period 6-5-66 through 11-19-66 in the amount of \$463.

Yes but I don't believe we
can [redacted] demand
\$463. It
was the [redacted] in
[redacted] office. ✓

6 - That explanations be obtained from [redacted] and from SAC, San Antonio as to why the fact [redacted] was still receiving premium pay benefits was not previously brought to the Bureau's attention.

Memo to SAC San Antonio
11/28/66 PDH:mf

Yes. ✓
[Signature] [Signature] 11/28

This is certainly
a mess. And
there are many more
such instances.

PERMANENT BRIEFS OF FILES OF SA BROPHY AND CLERKS 11-23
[redacted] ARE ATTACHED.

Keep in mind when
next mentioned out - 5-
attending awards are
made of both Mohr &
Callahan have been denied.
#

It is worse than a
mess. It is outrageous
lack of proper supervision
division of duties of in-
dividuals to perform
their duties. ✓

11/23/66

RE: LETTER DATED JUNE 14, 1966, PLACING
SA [REDACTED] IN A PROBATIONARY STATUS

Periodically, I receive various forms and letters concerning probationary status and related within-grade salary increase actions for Bureau personnel. The letters are forwarded to my unit for the purpose of maintaining a record of those individuals in such a probationary status and their removal from probation.

Concerning the particular letter in question, I received the letter and noted that SA [REDACTED] was being placed in a probationary status, took the necessary information, initialed the letter, and sent it out to be filed.

b6

Information regarding payroll actions is normally forwarded to the Payroll Preparation Unit independently from forms and letters received in my unit; therefore, I did not send the letter to the Payroll Preparation Unit.



ENCLOSURE

67-593724-61

November 18, 1966

Mr. Row:

In connection with the overpayments in fringe benefits to SA [redacted] while I do not feel that the Payroll Preparation Unit was responsible for the fact that he was not removed from premium pay benefits since we did not receive any authorization to remove him, this unit is obviously responsible for failure to detect that he should have been removed after receipt of the Voluntary Overtime Reports for the months of June, July, August, September, and October. Employees primarily responsible for making this check for one month or the other were [redacted] Both employees are no longer with us. As supervisor of the unit I feel I definitely had a responsibility to assure these checks were made. I can offer no excuse for this failure and the only explanation I can give is this: Work has been extremely heavy in the Payroll Preparation Unit and we have been and are short of qualified personnel; consequently a great deal of the detail work has fallen on the shoulders of my assistant, [redacted] and me. This has not only kept me extremely busy during the regular working hours but I have on my own put in considerable overtime. Due to the pressure of this work, I inadvertently failed to follow up and make sure that the employees responsible were checking the Voluntary Overtime Lists. I might add that both [redacted] were also heavily burdened during the period and a great deal of time [redacted] was conducting tours. I know this does not excuse my failure to detect this error but I offer the above explanation only so that there will be no feeling that this error resulted as a lack of interest or lack of effort on my part to my assigned duties.

b6

I regret very much that this error occurred and I want to assure you that I will do my utmost to see that it is not repeated.



ENCLOSURE

67-593924-66



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Nicholas P. Callahan	10/26/66	Assistant Director Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife
Address 5611 Chesterbrook Road, Washington, D. C. 20016	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Very truly yours,

Payment Received
Special Agents Insurance Fund

OCT 26 1966

J. Edgar Hoover, Director

Special Agent

Assistant Director

3-eccl

21

REPORT OF MEDICAL EXAMINATION

03
F.B.I.
88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME <u>CALLAHAN, Nicholas Peter</u>			2. GRADE AND COMPONENT OR POSITION <u>Assistant Director</u>		3. IDENTIFICATION NO. <u>H-27-64</u>	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) <u>WNL</u>			5. PURPOSE OF EXAMINATION <u>Annual</u>		6. DATE OF EXAMINATION <u>11-22-66</u>	
7. SEX <u>M</u>	8. RACE <u>WNL</u>	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY <u>WNL</u>	11. ORGANIZATION UNIT <u>WNL</u>	
12. DATE OF BIRTH <u>12-26-13</u>		13. PLACE OF BIRTH <u>Washington, D.C.</u>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <u>WNL</u>				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION

NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR- MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 20 and 21)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 61)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate) if indicated	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium, tests under item 2)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES: (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

RESULTS

15.0	HIGH	14-16 gm %
4.7	HECT	38-54 %
12.5	W. YES	5-10 M
66	DIFF	60-70 %
2	DIFF	25-33 %
30	DIFF	2-6 %
2	DIFF	

Normal Values

REC-137

67-43961-419
Searched 2 13 1967 68

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)

O—Restorable teeth
I—Nonrestorable teeth

X—Missing teeth
XXX—Replaced by dentures

(6 X 8)—Fixed bridge, brackets to include abutments

R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L
I	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	E
G																	F
H																	T
T																	

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES

Span Type 3
Class - 1
No defects noted

LABORATORY FINDINGS

45. URINALYSIS: A. SPECIFIC GRAVITY <u>1.009</u>		46. CHEST X-RAY (Place, date, film number and result)	
B. ALBUMIN <u>neg</u>	D. MICROSCOPIC <u>Ess. neg</u>	26864-66 - See item #73	
C. SUGAR <u>neg</u>	48. EKG <u>WNL</u>	49. BLOOD TYPE AND RH FACTOR <u>45</u>	
47. SEROLOGY (Specify test used and result) <u>VDRL-1 neg</u>		50. OTHER TESTS	

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT (1)	52. WEIGHT	53. COLOR HAIR	54. COLOR EYES	55. BUILD: (Check one)	56. TEMPERATURE
6874	166	Brown	Brown	SLENDER	98.6
57. BLOOD PRESSURE (Arm at heart level)			58. PULSE (Arm at heart level)		
A. SITTING	SYS. 110 DIAS. 70	B. RECUMBENT	SYS. DIAS.	C. STANDING (5 min.)	SYS. DIAS.
59. DISTANT VISION			60. REFRACTION		61. NEAR VISION
RIGHT 20/25	CORR. TO 20/	BY	S.	CX	CORR. TO 62 M BY
LEFT 20/20	CORR. TO 20/	BY	S.	CX	CORR. TO 62 M BY
62. HETEROPHORIA (Specify distance)					
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT
63. ACCOMMODATION		64. COLOR VISION (Test used and result)		65. DEPTH PERCEPTION (Test used and score)	
RIGHT	LEFT	PIP 15/15		UNCORRECTED	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		CORRECTED	
68. RED LENS TEST		69. INTRAOCULAR TENSION		Normal	
70. HEARING		71. AUDIOMETER			
RIGHT WV	15 /15 SV	15 /15	250 256	500 512	1000 1024
LEFT WV	15 /15 SV	15 /15	2000 2048	3000 2896	4000 4096
72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)		8000 8144			
8000 8192					
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY					

X-ray Chest - 26864-66 - Bilateral
Cervical Ribs. N. C. D.

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S
B. PHYSICAL CATEGORY					
A	B	C	E		

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME CALLAHAN, NICHOLAS P.			2. GRADE AND COMPONENT OR POSITION Assistant Director		3. IDENTIFICATION NUMBER 103
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 11-22-66
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY	11. ORGANIZATION UNIT
12. DATE OF BIRTH 12-26-13		13. PLACE OF BIRTH Washington, D. C.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS				16. OTHER INFORMATION	

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Very Good

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER			Deceased-pneumonia	69		X	HAD TUBERCULOSIS	
MOTHER			" Cancer	86	X		HAD SYPHILIS	Brother
SPOUSE	53	Very good				X	HAD DIABETES	
Brother	63	Fair			X		HAD CANCER	Mother
BROTHERS	69	Good				X	HAD KIDNEY TROUBLE	
AND SISTERS	67	Fair				X	HAD HEART TROUBLE	
						X	HAD STOMACH TROUBLE	
						X	HAD RHEUMATISM (Arthritis)	
CHILDREN						X	HAD ASTHMA, HAY FEVER, HIVES	
Daughter		Very good				X	HAD EPILEPSY (Fits)	
Son		Very good				X	COMMITTED SUICIDE	
					X		BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
	X	SCARLET FEVER, ERYSIPELAS		X	GOITER		X	TUMOR, GROWTH, CYST, CANCER		X	"TRICK" OR LOCKED KNEE
	X	DIPHTHERIA		X	TUBERCULOSIS		X	RUPTURE		X	FOOT TROUBLE
	X	RHEUMATIC FEVER		X	SOAKING SWEATS (Night sweats)	X		APPENDICITIS		X	NEURITIS
	X	SWOLLEN OR PAINFUL JOINTS		X	ASTHMA		X	PILES OR RECTAL DISEASE		X	PARALYSIS (Inc. infantile)
X		MUMPS		X	SHORTNESS OF BREATH		X	FREQUENT OR PAINFUL URINATION		X	EPILEPSY OR FITS
	X	WHOOPING COUGH		X	PAIN OR PRESSURE IN CHEST		X	KIDNEY STONE OR BLOOD IN URINE		X	CAR, TRAIN, SEA, OR AIR SICKNESS
	X	FREQUENT OR SEVERE HEADACHE		X	CHRONIC COUGH		X	SUGAR OR ALBUMIN IN URINE		X	FREQUENT TROUBLE SLEEPING
	X	DIZZINESS OR FAINTING SPELLS		X	PALPITATION OR POUNDING HEART		X	BOILS		X	FREQUENT OR TERRIFYING NIGHTMARES
	X	EYE TROUBLE		X	HIGH OR LOW BLOOD PRESSURE		X	VENEREAL DISEASE		X	DEPRESSION OR EXCESSIVE WORRY
X		EAR, NOSE OR THROAT TROUBLE		X	CRAMPS IN YOUR LEGS		X	RECENT GAIN OR LOSS OF WEIGHT		X	LOSS OF MEMORY OR AMNESIA
X		RUNNING EARS		X	FREQUENT INDIGESTION		X	ARTHRITIS OR RHEUMATISM		X	BED WETTING
	X	CHRONIC OR FREQUENT COLDS		X	STOMACH, LIVER OR INTESTINAL TROUBLE		X	BONE, JOINT, OR OTHER DEFORMITY		X	NERVOUS TROUBLE OF ANY SORT
X		SEVERE TOOTH OR GUM TROUBLE		X	GALL BLADDER TROUBLE OR GALL STONES		X	LAMENESS		X	ANY DRUG OR NARCOTIC HABIT
X		SINUSITIS		X	JAUNDICE		X	LOSS OF ARM, LEG, FINGER, OR TOE		X	EXCESSIVE DRINKING HABIT
	X	HAY FEVER		X	ANY REACTION TO SERUM, DRUG OR MEDICINE		X	PAINFUL OR "TRICK" SHOULDER OR ELBOW		X	HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

X		WORN GLASSES	X		ATTEMPTED SUICIDE
	X	WORN AN ARTIFICIAL EYE	X		BEEN A SLEEP WALKER
	X	WORN HEARING AIDS	X		LIVED WITH ANYONE WHO HAD TUBERCULOSIS
	X	STUTTERED OR STAMMERED	X		COUGHED UP BLOOD
	X	WORN A BRACE OR BACK SUPPORT	X		bled EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION

22. FEMALES ONLY: A. HAVE YOU EVER—

		BEEN PREGNANT			AGE AT ONSET OF MENSTRUATION
		HAD A VAGINAL DISCHARGE			INTERVAL BETWEEN PERIODS
		BEEN TREATED FOR A FEMALE DISORDER			DURATION OF PERIODS
		HAD PAINFUL MENSTRUATION			DATE OF LAST PERIOD
		HAD IRREGULAR MENSTRUATION			QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

1

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS?

MONTHS 31 yrs 8 mos

25. WHAT IS YOUR USUAL OCCUPATION?

Assistant Director

26. ARE YOU (Check one)

☒ RIGHT HANDED ☐ LEFT HANDED

ENCLOSURE

67-43961-419

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
<input checked="" type="checkbox"/>		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred) Right hernia repair - 1932
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details) Fractured ankle - 1943
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

NICHOLAS P. CALLAHAN

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

DATE

SIGNATURE

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Callahan, N. P.

Last

First

Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?
☒ No ☐ Yes If "yes" please specify defects. _____
2. Does examinee have any defects prohibiting safe operation of motor vehicles?
☒ No ☐ Yes If "yes" please specify defects. _____
3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
 If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

67-43961-419

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☐ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

REC'D - ADMIN. DIV.
FBI

DEC 20 3 39 PM '66

(Signature of Medical Examiner)

(Date)

22 Nov. 1966

b6

March 3, 1967

PERSONAL

Dear Callahan:

Tomorrow you celebrate your thirty-second anniversary in the Bureau and I want to join your many friends in extending best wishes and congratulations on this occasion. I hope the Bureau will have the benefit of your excellent services for many years to come as your contributions to the service are greatly appreciated.

With best regards,

Sincerely,

J. EDGAR HOOVER

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C. REC-140

7-A 396-420
Numbered 32

Bureau Anniversary - March 4, Saturday

JEH:rm (3)

SENT FROM D.O.	
TIME	8:28 AM
DATE	3-3-67
BY	BBH

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

3 MAR 7 1967

65

MAIL ROOM ☐ TELETYPE UNIT ☐

February 16, 1967

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I have reviewed the results and findings of the recent inspection of the Administrative Division and various operations and approved the following ratings: Specific Division Operations, Administrative Operations and Personnel Matters - Very Good; Physical Condition and Maintenance and Contacts - Excellent.

The Inspector found that your space was efficiently arranged and secure. The minor housekeeping delinquencies called to your attention should be promptly handled, if not already done. Now that Congress has provided necessary funds to commence actual construction of our new building, it is even more important for you to closely follow developments and insure I am kept currently advised of progress. General Services Administration is currently reviewing the over-all building plans in an effort to cut costs and you must make certain no revisions are made which would adversely affect our operations.

Your automotive fleet continues to be fully utilized; however, automobile repair and operating costs remain slightly above Bureau averages which means you must stress greater economy of operations in this area. The significant increase in automobile accidents involving Administrative Division cars and personnel since the last inspection is cause for concern. You must intensify continuing emphasis on safe-driving habits.

While the Administrative Division's over-all work load has clearly increased since the last inspection, the Inspector reported you have practiced creditable restraint in keeping your increases in personnel to a moderate figure. This is reported as partly attributable to excellent teamwork, increased productivity and continuing stress on streamlining procedures.

1 - Mr. Callahan (Attention Mr. J. B. Adams) (With Enclosure)

1 - SOG Inspection File Administrative Division

1 - Personnel File Nicholas P. Callahan

HLE:bhg (8)

See Note Page 3.

DUPLICATE YELLOW

Mr. Nicholas P. Callahan

The inspection findings support a total clerical complement of 611 for your Division. This permits the two additional employees you requested for the Personnel Services Unit but excludes the thirteen clerks who will not need to be replaced in Voucher-Statistical Section when your clerical staff there acquires adequate training and experience. Your authorized Agent staff totals twenty-eight. This includes one Agent on temporary assignment during the absence of Supervisor Daniel J. Green at the University of Chicago and also allows for replacement of the Agent Supervisor recently transferred from the Veterans' Counseling and Clerical Promotion Unit.

The Inspector determined that since the last inspection there has been a substantial increase in the work load of the Voucher-Statistical Section caused by increased computerization of the Bureau's work and implementation of the National Crime Information Center, which became operational on January 27, 1967. The National Crime Information Center will constitute a continuous tremendous work load for this section, necessitating daily close top-level Division control, maximum planning and close liaison between responsible Divisions. The procurement of new computer equipment (IBM Model 360) since the last inspection and gratifying results from new adaptations of Bureau work have generated many new proposed adaptations. The suggestions made by the Inspector to facilitate handling operational problems, including redefining the scope and objectives of the existing interdivisional Operations Research Committee to make it more functional, should be implemented as soon as possible.

I was pleased to note that commendable results have been attained in applicant recruiting. As of January 7, 1967, Agent needs were filled and staggered appointments and future New Agents' Classes were scheduled to meet projected turnover. It was gratifying to learn that our over-all clerical strength now equals our authorized quota and much progress has been made in emphasizing regular recruiting to eliminate undesirable seasonal fluctuations and compensate normal turnover.

The Inspector reported the Mechanical Section is now printing all materials other than extremely bulky nondeadline matters which are still referred to the Government Printing Office pursuant to regulations of and consultation with the Joint Committee on Printing. You must continue to maintain close liaison with this committee in order that the Bureau's printing operations will comply with regulations.

Your stenographic production was substantially above and retypes well below Seat of Government averages, attesting to the successful operation of this phase of your work.

Mr. Nicholas P. Callahan

Participation by Administrative Division personnel in the Suggestion Program during 1966 was most gratifying with the number of suggestions submitted and adopted being substantially above the preceding year. Over-all monetary savings through employee suggestions as well as streamlining procedures resulted in a marked increase in this area of endeavor. The Inspector instructed that certain administrative procedures be adopted to facilitate the processing of magazine subscriptions and that only two copies of certain official documents be retained for one year rather than current practice of retaining three copies for three years.

According to the Inspector's findings, employee morale within your Division continues high and all but one of your employees are members of the FBI Recreation Association. Your recreational program was determined to be varied and most active. I am pleased to note that close supervision is being afforded clerical promotions and placement policies to insure priority on merit rather than seniority.

There has been a slight reduction in work-related injuries during the past year; however, the total is still cause for concern and every precaution must be taken to further reduce such accidents.

With regard to your Division contact program, I am very pleased to note your handling of this important phase of operations continues to be rated excellent. I cannot overemphasize the necessity for appropriate contacts in Congress, other Government agencies and private sources who can be of valuable service to the FBI.

The inspection findings should be carefully reviewed by you and your supervisory staff and necessary action taken on all matters brought to your attention by the Inspector and in this letter. The Inspection Division should be advised as soon as possible of corrective action you have taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W.M. Felt to Mr. Tolson captioned, "Inspection - Administrative Division, Inspector H. L. Edwards, 1/10/67 - 2/7/67," dated 2/16/67, HLE:bhg.

MR. TOLSON

February 16, 1967

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION
INSPECTOR H. L. EDWARDS
1/10/67 - 2/7/67

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge of the Division since 12/30/59. Eugene W. Walsh, Number One Man since 2/14/61. Last inspection: 1/11 - 2/4/66.

Physical Condition and Maintenance - Excellent (Last Inspection - Excellent). Division occupies space in Justice, Identification, Old Post Office and General Accounting Office Buildings. Space efficiently arranged and secure. Minor housekeeping delinquencies detected and ordered corrected. Disposal of confidential waste efficient and secure. On 10/21/66 Congress appropriated \$11,320,000 for substructure of new FBI Building. General Services Administration (GSA) currently considering ways to reduce over-all cost of building now estimated between \$60 and \$70 million. Final drawings of substructure to be completed by 4/1/67. Division closely following GSA to prevent any adverse changes in building plans and to continue keeping Director advised of developments. No safety defects in 12 of 34 cars inspected. Cars fully utilized - operating costs up slightly over last inspection. Economy stressed. 6 auto accidents - up 5 since last inspection; employees held responsible for 2. Inspector stressed more emphasis on safe and defensive driving.

Specific Division Operations - Very Good (Last Inspection - Good). Over-all Division work load has increased since last inspection, primarily in Voucher-Statistical Section caused by increased computerization in Bureau's work and implementation of National Crime Information Center (NCIC), which became operational 1/27/67. NCIC will constitute continuous tremendous work load for Voucher-Statistical Section, necessitating daily close top-level Division control, maximum planning and close liaison between responsible divisions. Procurement of new computer equipment since last inspection (IBM Model 360) and gratifying results from new adaptations of Bureau work have created demands for current information on computer developments and generated many new proposed adaptations. Inspector made suggestions to facilitate handling these problems, including redefining scope and objectives of existing interdivisional committee (Operations Research Committee) to make it more functional.

140 Division has achieved commendable progress in applicant recruiting since special survey during last inspection. As of 1/9/67 Agent needs were filled and staggered appointments and future new Agents' Classes were scheduled to meet projected

1 - Mr. Callahan (Attention Mr. J. B. Adams) (Sent Separately)
1 - Personnel Files of Nicholas P. Callahan and Eugene W. Walsh
Enclosure

HLE:bhg (8)

CONTINUED - OVER

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

turnover. Also, clerical strength 1/6/67 was only 31 below 4981 authorized for Seat of Government, and only 81 under 3905 field strength, with 147 appointments outstanding and 265 applicants being processed. Much progress made in getting better Bureau-wide participation in applicant recruiting.

Exhibits Section production up 3.6% in 1966 compared to 1965 and during past year artist conceptions played major roll in identifying subjects in 5 major cases. Completion of FBI Facial Identification Catalog for field use will streamline artist conception procedures. Mechanical Section has resumed printing all material except extremely large nondeadline matters which are referred to Government Printing Office under regulations of Joint Committee on Printing. Favorable trend established with decreased photostat and increased Xerox reproductions at substantial savings. Acquisition of new Xerox machine has reduced reproduction time factor and new collating machine speeding up operations.

Very

Administrative Operations - Very Good (Last Inspection -/Good). Division is organized to provide wide variety of services to Seat of Government and field with emphasis on efficiency, economy and minimum of red tape. Seasonal character of many functions necessitates excellent training and indoctrination with maximum flexibility of clerical personnel which inspection reflects is practiced to high degree. Stenographic production substantially above and retypes well below Seat of Government averages, representing improvement over last inspection and continuing desirable trend. Appropriate sick leave controls exist and close scrutiny afforded those suspected of sick leave abuses. Streamlining Committee operated effectively in 1966 resulting in 61 suggestions being submitted, 41 adopted, for total savings where measurable of \$9,673.37. (This record approximates previous year.) Suggestions increased 24.5% and those adopted increased 24.2%. Monetary savings through employee suggestions and streamlining procedures totaled \$47,375.37, up 61.1% over 1965. 48 "Investigator" items submitted in interim since last inspection (increase of 9 over comparable period), 22 being used, representing favorable participation. Division adopted Inspector's suggestions to (1) change procedures concerning retention and destruction of records relating to magazine subscriptions, and (2) retain only 2 copies of Congressional Record and Federal Register for one year rather than retention of 3 copies for 3 years.

Personnel Matters - Very Good (Last Inspection - Very Good). Division authorized personnel increased to 609 clerks and 28 Agents from ceilings established last inspection of 563 clerks and 28 Agents. Increases justified by heavy work loads primarily in applicant recruiting, computer programs, and demands on Exhibits Section for investigative aids. Inspection confirmed need for Agent replacement in Veterans' Counseling and Clerical Promotions Unit (handled separately) and continued temporary assignment of Agent in Administrative Review Unit while Supervisor Daniel J. Green attends University of Chicago; also, agrees with Division's request for 2 more clerks in Personnel Services Unit. Voucher-Statistical Section will eliminate temporary overage 13 clerks in Payroll Distribution and Document Processing Units without replacements as staff becomes trained and experienced. Division's new authorized quota will be 611

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

clerks and 28 Agents, latter figure including Agent on temporary assignment. Morale appears high. FBIRA membership 99.8% and recreational program active and varied. One Agent continues on limited duty due to osteoarthritis condition; however, supervisory performance not affected and retention justified. No Agents overweight. Voluntary overtime productive and equitably shared. Work related injuries down from 25 in 1965 to 24 in 1966 -- intensified stress on safety indicated. Division giving desirable direction to clerical promotion and placement policies to insure priority on merit rather than seniority.

Contacts - Excellent (Last Inspection - Excellent). Assistant Director and other Division officials and appropriate personnel continuing excellent liaison with Congress, Government officials and agencies as well as logical transportation and industrial contacts. Division's liaison program has resulted in numerous benefits to Bureau, both in services obtained and monetary benefits.

RECOMMENDATIONS

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$25,382, not on probation, has excellent appearance and personality, is loyal, dedicated, thoroughly experienced and knowledgeable. Has excellent contacts in areas of budget, personnel, space and procurement matters. Inspection findings indicate he is completely qualified to continue in present position. Recommend approval of attached letter which will advise him of inspection findings.

2. Inspector Eugene W. Walsh, Number One Man, GS-17 @ \$23,520, not on probation, has excellent appearance, forceful personality, is extremely competent administrator and executive, ideally qualified for present position. Attached letter to Assistant Director Callahan will also inform Mr. Walsh of inspection findings.

3. Recommendations concerning other personnel handled separately.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHANWhere Assigned: ADMINISTRATIVE
(Division) (Section, Unit)Official Position Title and Grade: ASSISTANT DIRECTORRating Period: from APRIL 1, 1966 to MARCH 31, 1967ADJECTIVE RATING: OUTSTANDING
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
InitialsRated by: [Signature] Assistant to the
Signature Title Date 4/3/67Reviewed by: Clyde A. Tolson Associate Director
Signature Title Date 4/3/67Rating Approved by: [Signature] Director
Signature Title Date 4/3/67

TYPE OF REPORT

- ☒ Official
☒ Annual

REC-144

67-43961-421	
Searched	Administrative
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> 60-Day	<input type="checkbox"/> 90-Day
<input type="checkbox"/> Transfer	
<input type="checkbox"/> Separation from Service	
<input type="checkbox"/> Special	

1 APR 13 1967

3/10

**NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION**

Mr. Callahan, as Assistant Director in charge of the Administrative Division, has continued his superior performance and has earned the rating of Outstanding for the period April 1, 1966, to March 31, 1967.

Dignified in appearance and with a most pleasant and affable personality, Mr. Callahan has been most effective in his contacts with highly placed officials in the Government and in private industry. Extremely well versed in all phases of our operations, he has handled every aspect of his responsibilities in a manner which inspires confidence and respect. He has consistently and clearly demonstrated that he is entirely capable of directing the activities of his division, which encompass the Bureau's budgetary and fiscal matters, all phases of personnel management, graphic and visual presentations, property procurement and management, and voucher and statistical matters.

Mr. Callahan's most capable leadership is characterized by sincerity, stability, loyalty and the ability to obtain definite results. The morale of his division is exceptionally high, which reflects the enthusiasm and confidence he engenders in others.

A dedicated career employee, Mr. Callahan's invaluable contributions to the FBI definitely merit the rating of Outstanding.



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

March 10, 1967

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
-SA Assistant Director N. P. Callahan	3/10/67	Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife

Address
5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Payment Received
Special Agents Insurance Fund

Very truly yours,

96 MAR 10 1967

J. Edgar Hoover, Director

[Signature]
Special Agent
Assistant Director

S-ecd

April 7, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am pleased to commend, through you,
the personnel in your division who so effectively
conducted tours of the FBI during the Easter Season.

The fine effort put forth and the splendid
attitude exhibited by all contributed to our ability to
handle a large number of visitors. The tour leaders
did a superb job under difficult circumstances. Please
convey my appreciation to those who assisted.

Sincerely yours,

J. Edgar Hoover

1 - Mr. Callahan (Personal Attention)

Copy of this letter is being placed in files of appropriate personnel.

1 - [redacted] (Sent Direct)

KEC:msm
(11)

REC-150

67-43961-422	
Searched	Numbered 34
FBI TOURS, EASTER SEASON 1967	

Based on [redacted] Wick memo 4/4/67 re: Commendatory Matter.

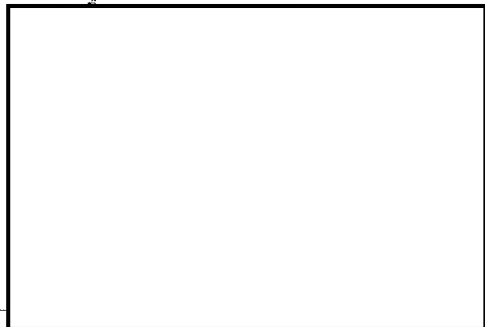
Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

APR 11 1967

MAIL ROOM ☐ TELETYPE UNIT ☐

Copies prepared and attached for placing in files of: OVER

Letter to Mr. Nicholas P. Callahan
FBI, Washington, D. C.



b6

Mr. Tolson

3-31-67

J. P. Mohr

JOSEPH J. CASPER
Assistant Director
Training Division

NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Casper, Callahan and Tavel in which their services have been rated Outstanding for the period April 1, 1966, to March 31, 1967. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official. Thereafter they must be transmitted to the Department with other such ratings for approval by the Departmental Committee on Incentive Awards. Messrs. Casper, Callahan and Tavel will then be entitled to cash incentive awards of \$500 as has been approved in the past for Assistant Directors and above.

RECOMMENDATION:

That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Casper, Callahan and Tavel and, upon approval of the ratings by the Departmental Committee on Incentive Awards, that each be furnished a copy of his rating and approved for an incentive award of \$500.

Enclosures

LDH:jap (4)

1 - Personnel File of Nicholas P. Callahan
1 - Personnel File of William S. Tavel

67

4 APR 1 1967

April 10, 1967

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

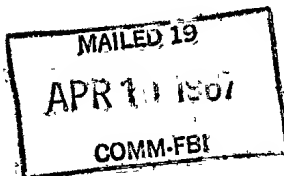
Dear Callahan:

It is a pleasure to advise you that you have merited the rating of Outstanding for the period April 1, 1966, to March 31, 1967, which has been approved by the Departmental Committee on Incentive Awards. You may retain the copy of the rating which is enclosed.

In appreciation of your exceptional services I have approved an incentive award for you and the enclosed check represents an award of \$500.00. You have continued to discharge your heavy responsibilities with the highest degree of efficiency and dedication and I want you to know I am grateful.

Sincerely,

J. Edgar Hoover



Enclosures (2)

1 - [] (Sent Direct) REC-150

67- 43 961-423	
Searched	Numbered 54
4 APR 12 1967	

LRH:jab
(4)

Award #732-67

Based on memo Mohr-Tolson 3/31/67.

Salutation per file.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

APR 14 1967 62
MAIL ROOM ☐ TELETYPE UNIT ☐

d/s

NICHOLAS P. CALLAHAN

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Wick	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. Felt	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Trotter	✓
Tele. Room	✓
Miss Holmes	✓
Miss Gandy	✓

April 11, 1967

Dear Boss:

My sincere thanks for your letter of April 10th advising me of my performance rating and your award to me in the amount of \$500.00.

You have my assurance that I shall endeavor to continue to strive to merit such recognition and I want to further assure you of my continued loyalty to you and the Bureau.

Sincerely,

Nick Callahan

REC-150

67-43961-424	
Searched	Numbered 54
APR 12 1967	

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

3-8
[Handwritten signature]

12
1 APR 18 1967

May 4, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

Please express my appreciation to the personnel in the Administrative Division who participated in a noteworthy manner in the work occasioned by the revision of the Bureau publication entitled "Prevention and Control of Mobs and Riots."

Exemplary skill and diligence were demonstrated by those participating on this project and through the efficient handling of individual assignments a document excellent in both form and content has been produced. It is a pleasure to commend them, through you.

Sincerely yours,

J. Edgar Hoover

1 - Mr. Callahan (Personal Attention)

Copy of this letter is being placed in files of participating personnel.

1 - [redacted] (Sent Direct)

Based on Casper-Mohr memo 5/2/67 re: Bureau Publication, "Prevention and Control of Mobs and Riots."

Copies prepared and attached for placing in files of [redacted]

Charles Q. [redacted]

Smith, [redacted]

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

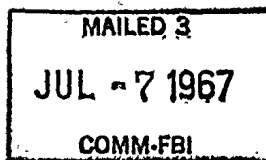
July 7, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

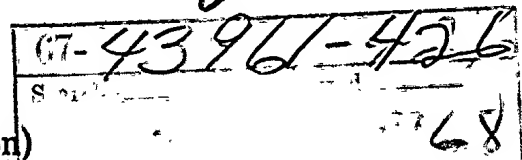
Dear Mr. Callahan:

I want to commend, through you, the personnel in the Administrative Division who performed in the expedite project regarding the Wanted Flyers and the Identification Orders for placing the two most recent subjects on the "Ten Most Wanted Fugitives" list.

These employees voluntarily put aside personal convenience and worked overtime to accomplish the job. They performed many urgent tasks with initiative and skill, displaying an excellent attitude. I want you to convey my appreciation to them.



[Handwritten signature] KEROX Sincerely yours,
JUL 19 1967 REC-142
J. Edgar Hoover



1 - Mr. Callahan (Personal Attention)
Copies of this letter being placed in files of appropriate personnel.

1 - (Sent Direct)

NLK *[Handwritten initials]*

[Handwritten initials] Based on Wick-DeLoach memo 6/30/67 and addenda
Special Investigative Division and Administrative Division
7/5/67 re aka, et al. - Fugitives;
Commendation Matter.

[Handwritten initials]
Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

69 JUL 20 1967 7 3

Copies prepared for placing in personnel files
MAIL ROOM ☐ TELETYPE UNIT ☐
of

[Handwritten signatures and initials]
b6

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

6-27-67

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT #4660
(expires 6/30/68)

RETURNED

D. C. OFFICIAL PARKING PERMIT #1910 *valing*
(expires 6/30/67)

FILE

3/4

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

67-NO RECORD

8 JUL 11 1967

Very truly yours,

(Signature)

N. P. Callahan

(Typed name)

N. P. Callahan

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

TO : Mr. Mohr

DATE: July 3, 1967

FROM : J. J. Casper

SUBJECT: APPEARANCE OF BUREAU OFFICIALS
BEFORE IN-SERVICE CLASSES

In accordance with existing policy, this is a list of names of Assistant Directors who did not appear before In-Service classes as scheduled during the week of June 26, 1967.

W.C.V.
Mr. Sullivan's lecture before Advanced Security Espionage In-Service on June 26, 1967, was handled by Mr. Donald E. Moore, as Mr. Sullivan was tied up on other official business.

Robert F. Wick
Mr. Wick's lecture before Advanced Security Espionage In-Service on June 26, 1967, was handled by Mr. Thomas E. Bishop, as Mr. Wick had other commitments at his desk.

N. P. Callahan
Mr. Callahan's lecture before General Police Instructors' School on June 30, 1967, was handled by Mr. Harold N. Bassett, as Mr. Callahan had other commitments at his desk.

My lecture before General Police Instructors' School on June 30, 1967, was handled by Inspector [redacted] as I was on annual leave.

b6

RECOMMENDATION:

Submitted for information.

- 1 - Mr. Sullivan
- 1 - Mr. Wick
- 1 - Mr. Callahan
- 1 - Mr. Casper

TJJ:aga
(6)

6 CFC XEROX

JUL 11 1967

JUL 12 1967

67-518854-1205
Searched _____ Numbered 50
JUL 7 1967

REC-136

PERS. REC. UNIT



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print) Assistant Director *SA Nicholas P. Callahan	Date 6-2-67	Office of Assignment (or SOG Division) Administrative Division
---	-----------------------	--

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female) Lillian Callahan	Relationship Wife
---	-----------------------------

Address 5611 Chesterbrook Road, Washington, D. C. 20016	
---	--

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
---	--------------

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
--	--------------

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
---	--------------

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

JUN 2 1967

J. Edgar Hoover, Director

Nicholas P. Callahan
Special Agent

8-ecd

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Mohr

DATE: June 5, 1967

FROM : J. J. Casper

SUBJECT: ~~APPEARANCE OF BUREAU OFFICIALS
BEFORE IN-SERVICE CLASSES~~

Tolson _____
Belmont _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

In accordance with existing policy, this is a list of names of Assistant Directors who did not appear before In-Service classes as scheduled during the week of May 29, 1967.

N. P. Callahan's lecture before Criminal Intelligence In-Service on June 2, 1967, was handled by Mr. Harold N. Bassett, as Mr. Callahan was tied up on other official matters.

Mr. Wick's lecture before Criminal Intelligence In-Service on June 2, 1967, was handled by Mr. Thomas E. Bishop, as Mr. Wick had other commitments at his desk.

Mr. Gale's lecture before Criminal Intelligence In-Service on June 2, 1967, was handled by Mr. Thomas J. McAndrews, as Mr. Gale was out of town on special assignment.

RECOMMENDATION:

Submitted for information.

XEROX
JUN 12 1967

1 - Mr. Callahan
1 - Mr. Gale
1 - Mr. Wick
JJC/hcv
(5)

67-2-2124

5 JUN 13 1967 49

PERS. FILE

July 13, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am pleased to commend, through you, the personnel in the Administrative Division who assisted in the recording of the accomplishments for the General Investigative Division throughout the past fiscal year, particularly during the month of June.

These employees worked in a concise manner and the job was handled in a most efficient way. Please convey my appreciation to them for their fine efforts.

Sincerely yours,
J. Edgar Hoover

1 - Mr. Callahan (Personal Attention)

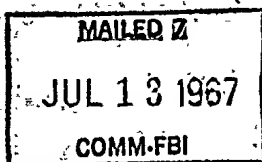
Copies of this letter being placed in files of appropriate personnel.

1 - (Sent Direct)
NLK *rek*
(8)

Based on Shroder-Rosen memo 7/11/67 re Accomplishments;
Fiscal Year 1967.

67- 43961-427
Searched _____
4 AUG 12 1967 59

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____



481
REC-149
JUL 13 15 33 bh:EL
you

John
W. W. '68
XEROX


AUG 2 1967
MAIL ROOM ☐ TELETYPE UNIT ☐

AUG 3 1967

Copies prepared and attached for placing in personnel files of: (OVER)

Mr. Nicholas P. Callahan
FBI, Washington, D. C.

M. F. Row



b6

August 3, 1967

AIR MAIL

Mr. N. P. Callahan
Federal Bureau of Investigation
Washington, D. C. 20535

Dear Callahan:

I am indeed grateful to you for your cooperation and assistance this morning on my departure for the West Coast. Your helpfulness greatly facilitated my trip.

The arrangements made by you were excellent and you are certainly to be commended for the manner in which you handled them. I know you took care of this matter at a personal inconvenience to you, and I am therefore all the more appreciative of your thoughtfulness. It is certainly most gratifying to know I have someone on whom I can rely to so capably take care of my travel requirements.

With best wishes, DEC 1967

Sincerely,

CT:DSS

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

AUG 11 1967

MAIL ROOM ☐ TELETYPE UNIT ☐

43961-428
68

SENT TO DIRECTOR
FOR SIGNATURE & MAILING
DATE: 8-3-67

August 9, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

It is a pleasure to commend, through you, the personnel in the Administrative Division for their splendid participation in the Bureau's Blood Donor Program during the Fiscal Year 1967.

Through the interest and cooperation of everyone the Bureau has again met its quota in this vitally important program. The substantial contributions by your division are indeed noteworthy and I do not want the opportunity to pass without expressing my sincere appreciation to all who have supported this endeavor.

Sincerely yours,
J. Edgar Hoover

REC-149
67-43961-429
4 A 37 27

1 - Mr. Callahan (Personal Attention)

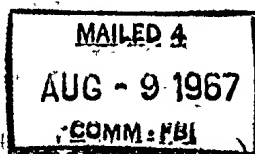
10/17 XEROX

AUG 15 1967

1 - (Sent Direct)

JAB:klb(5)

Based on memo Adams to Callahan, 8-2-67 re Blood Donor Program, American Red Cross, Bethesda Naval Hospital.



AUG 15 1967

MAIL ROOM ☐ TELETYPE UNIT ☐

5
1/1K
Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

US 6:10
VCA
Lipman
from [unclear]
moe
aw

252

July 27, 1967

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan: ~~Administrative Div.~~

I want to commend, through you, the personnel who performed so effectively in the handling of a large volume of work in the Exhibits Section.

I am aware that the work load of this section has increased considerably during the past six months and the splendid manner in which this challenge has been met can be ascribed in no small measure to the diligent, resourceful and enthusiastic efforts of these employees. They participated wholeheartedly in processing this voluminous amount of material promptly and with a high degree of quality and accuracy. Please convey my appreciation to them for their fine services.

Sincerely yours,

J. Edgar Hoover

67-43961-436	
Searched	Numbered
8 AUG 14 1967	

1 - Mr. Callahan (Personal Attention)

Copy of this letter is being placed in the personnel files of participating personnel.

1 - [] (Sent Direct)

XEROX

AUG 17 1967

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MSM:jmp

(11)

Based on [] Callahan memo 7/24/67 re: Exhibits Section Accomplishments - Commendation Matter.

AUG 17 1967

MAIL ROOM

TELETYPE UNIT

Copies prepared and attached for placing in files of: (OVER)

Mr. Nicholas P. Callahan
FBI, Washington, D. C.



b6

141

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 68 3/4		52. WEIGHT 166		53. COLOR HAIR Brown		54. COLOR EYES Brown		55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE				56. TEMPERATURE			
57. BLOOD PRESSURE (Arm at heart level)								58. PULSE (Arm at heart level)							
A. SITTING SYS. 104 DIAS. 66		B. RECUMBENT SYS. 100 DIAS.		C. STANDING (3 min.) SYS. DIAS.		A. SITTING 76		B. AFTER EXERCISE		C. 2 MIN. AFTER		D. RECUMBENT		E. AFTER STANDING 3 MIN.	
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION							
RIGHT 20/20 CORR. TO 20/				BY S. OX				Blurred CORR. TO 50 M BY Lens							
LEFT 20/20 CORR. TO 20/				BY S. OX				Blurred CORR. TO 62 M BY Lens							
62. HETEROPHORIA (Specify distance)															
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT		PC		PD	
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)				UNCORRECTED			
RIGHT LEFT				PIP 16/16								CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. REQ LENS TEST				69. INTRAOCULAR TENSION			
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WV 15 /15 SV 15 /15				250 256 500 512 1000 1024 2000 2048 3000 3096 4000 4096 6000 6144 8000 8192											
LEFT WV /15 SV /15				RIGHT LEFT											

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)						76. A. PHYSICAL PROFILE					
						P U L H E S					
77. EXAMINEE (Check) A. <input checked="" type="checkbox"/> IS QUALIFIED FOR B. <input type="checkbox"/> IS NOT QUALIFIED FOR						B. PHYSICAL CATEGORY					
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER						A B C E					
79. TYPED OR PRINTED NAME OF PHYSICIAN CAPT., MC USN						SIGNATURE					
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)						SIGNATURE					
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE					
						NUMBER OF ATTACHED SHEETS					

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

CALLAHAN, N. P.

Last

First

Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

107 43961 431

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

Signature of Medical Examiner

24 Nov 67
Date

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

11-9-67

I certify that I have ~~received~~ ^{xxxxxxx} the following Government property for official use:
returned

Remington portable typewriter QR3844797 ✓

READ

67-
The Government property which you hereby acknowledge
is charged to you and you are responsible for taking
care of it and returning it when its use has been
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE
IT IN ANY WAY. 1967

FILE

31

N. P. Callahan

Very truly yours,

N. P. Callahan



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

***In Reply, Please Refer to
File No.***

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SAX Nicholas P. Callahan	7-28-67	Assistant Director Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female) Mrs. Lillian P. Callahan	Relationship Wife
---	-----------------------------

Address 5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female) Mrs. Lillian P. Callahan	Relationship Wife
---	-----------------------------

Address 5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Very truly yours,

**Payment Received
Special Agents Insurance Fund.**

JUL 28 1967

10 J. Edgar Hoover, Director

N. P. Callahan
Special Agent

Beck

NICHOLAS P. CALLAHAN

Mr. Tolson.....	✓
Mr. DeLoach.....	
Mr. Mohr.....	
Mr. Bishop.....	
Mr. Casper.....	
Mr. Callahan.....	
Mr. Conrad.....	
Mr. Felt.....	
Mr. Gale.....	
Mr. Rosen.....	
Mr. Sullivan.....	
Mr. Tavel.....	
Mr. Trotter.....	
Tele. Room.....	
Miss Holmes.....	
Miss Gandy.....	

March 4, 1968

Dear Boss:

Many thanks for your very thoughtful
note on my Thirty-third Anniversary.

It has been a privilege working
under your able leadership these years and I
too hope that I can look forward to more
years under your understanding guidance.

Sincerely,

Nick Callahan

Nick Callahan

REC-144

67-43961-432	
Searched.....	Numbered.....
7 MAR 4 1968 57	

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

2 MAR 7 1968

March 4, 1968

PERSONAL

Dear Callahan:

Today you celebrate your Thirty-third Anniversary of Bureau service, and I certainly want to extend my congratulations to you. You can look back on your years of service with pride and satisfaction of a job well done. I hope the Bureau will have the benefit of your services for many years to come.

With best regards,

Sincerely, REC-14

J. EDGAR HOOVER

67-43961-433	
Searched	Numbered
7 MAR 4 1968 59	

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

SENT FROM D. O.	
TIME	8:46 AM
DATE	3-4-68
BY	act

Anniversary
3/4 - Monday

JEH:edm (3)

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

2 MAR 7 1968

MAIL ROOM ☐ TELETYPE UNIT ☐

141

April 2, 1968

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

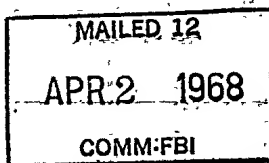
Dear Callahan:

I am happy to advise you that the exceptional fashion in which you discharged your responsibilities for the period April 1, 1967, to March 31, 1968, has earned you an Outstanding performance rating. A copy of this rating is enclosed and may be retained.

Such a fine accomplishment should not go unrewarded. Therefore, I have approved an incentive award for you in the amount of \$500.00, which is represented by the enclosed check. I have been pleased with your outstanding services, often performed under difficult circumstances, and I do not want the occasion to pass without expressing my deep appreciation.

Sincerely,

J. Edgar Hoover



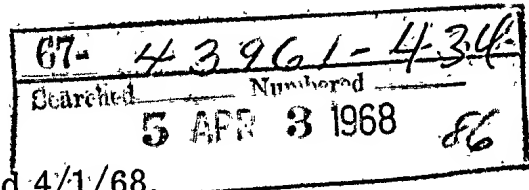
1 - (Sent Direct)

LRH:mmh
(4)

67-43961

Award #635-68

Based on memo Mohr-Tolson dated 4/1/68.



Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

8
APR 5 1968

MAIL ROOM

TELETYPE UNIT



Mr. Tolson

4-1-68

J. P. Mohr

JOSEPH J. CASPER
Assistant Director
Training Division

NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Casper, Callahan and Tavel in which their services have been rated Outstanding for the period April 1, 1967, to March 31, 1968. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official. Messrs. Casper, Callahan and Tavel will then be entitled to cash incentive awards of \$500 as has been approved in the past for Assistant Directors and above.

RECOMMENDATION:

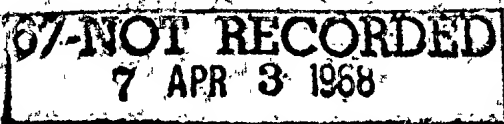
That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Casper, Callahan and Tavel and that each be furnished a copy of his rating and approved for an incentive award of \$500.

Enclosures

LDH:pam (4)

① - Personnel File of Nicholas P. Callahan

1 - Personnel File of William S. Tavel



73

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last) (first) (middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER	
CALLAHAN NICHOLAS P.	12/26/13	577	60 0865
EMPLOYING DEPARTMENT OR AGENCY	LOCATION (City, State, ZIP Code)		
FBI	Washington, D. C. 20535		

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB." THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

Nicholas P. Callahan

DATE

February 5, 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

FEB 6 1968

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1968
(For use only until April 14, 1968)
176-101

INSTRUCTIONS TO EMPLOYING AGENCY

1. **Who must file.**—All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176-T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.
2. **Automatic cancellation of previously filed waivers.**—All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box C of SF 176-T, on or before that date.
3. **Employees failing to file.**—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box B, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.
4. **Review of completed forms.**—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major discrepancy such as a mark in more than one box.
(b) If the employee marked box A or box C, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:
Office of Federal Employees' Group Life Insurance
(Statistical Study)
4 East 24th Street
New York, New York 10010
(c) If the employee marked box B, detach and destroy the stub.
5. **Date of receipt and effective date.**—(a) Stamp date of receipt by employing office in the space provided for this purpose on both the Original and the Duplicate.
(b) The effective date is determined from the table below.
6. **Disposition of forms.**—(a) File the Original SF 176-T in the official personnel folder in all cases.
(b) Any necessary payroll change, with effective date, may be posted in the space reserved on the Duplicate for employing office.
(c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.
7. **Use of SF 176-T.**—SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

TABLE OF EFFECTIVE DATES

DATE SF 176-T RECEIVED BY EMPLOYING OFFICE	EMPLOYEE'S DECISION	EFFECTIVE DATE (IF NO WAIVER, SF 53, IN EFFECT)	
		OF DECISION	OF DEDUCTIONS
On or before February 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective February 14, 1968.	Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968.
	Declines optional (but not regular) (box B).	Declination effective February 14, 1968.	
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which February 14, 1968 falls.	Deductions stop last day of pay period in which February 14, 1968 falls.
After February 14 but not later than April 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective on date of receipt.	Deductions begin 1st day of 1st pay period beginning on or after date of receipt.
	Declines optional (but not regular) (box B).	Declination effective on date of receipt, but employee loses automatic optional protection on February 14, 1968.	
	Cancels previously elected optional (but not regular) (box B).	Cancellation effective last day of pay period in which received.	Deductions for optional stop last day of pay period in which received.
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which received.	Deductions stop last day of pay period in which received.

- NOTES: 1. Because regular insurance coverage and deductions are automatic unless waived (by checking box C), A and B elections do not affect regular insurance effective dates.
2. An employee for whom the agency files SF 176-T because he failed to file is deemed to have declined optional, but not regular, insurance.
3. An employee with an uncanceled waiver (SF 53) on file cannot be insured any earlier than the first day he is in duty and pay status in a pay period beginning on or after February 14, 1968; filing of an SF 176-T before that date will not cancel an SF 53 any earlier. Deductions begin the day he becomes insured.
4. The effective date of regular (and optional) insurance coverage for an employee who has been on leave without pay for more than 1 year is the first day he is in pay and duty status. Deductions are effective the same day.

Operator's Road Test and Driving Certification
FD-288 (Rev. 10-19-66)

TO: Director, FBI

FROM: NPC A CERTIFICATION

TO BE FILLED IN BY OPERATOR	Name of Operator (Print - Last, First, Middle Initial) <u>N. P. C. A. 22. 67. 7. N</u>		Date <u>3-6-68</u>
	Division and Section Assigned <u>DOM</u>		<input checked="" type="checkbox"/> Agent <input type="checkbox"/> Clerk
	This is to certify that I presently hold a valid motor vehicle operator's permit or driver's license as follows:		
	Permit Issued By: (State, Territory Possession, District) <u>MARYLAND</u>	Permit Number <u>C450630680983R</u>	Permit Expires <u>12/69</u>
	This is an <input checked="" type="checkbox"/> unrestricted <input type="checkbox"/> restricted permit. (If restricted, explain below)		
TO BE FILLED IN BY REVIEWING OFFICIAL	<input type="checkbox"/> Glasses <input type="checkbox"/> Contact lenses are required for driving <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	This further certifies that during the past three years I have driven a motor vehicle (government or personally owned) approximately <u>1000</u> miles. During this time (a) I <input checked="" type="checkbox"/> have <input type="checkbox"/> have not received a traffic violation ticket; (b) I <input checked="" type="checkbox"/> have <input type="checkbox"/> have not been held at fault* as the driver of a motor vehicle involved in a traffic accident. (If affirmative answer, explain below, giving number and dates of offenses.) I further understand that when operating a Government vehicle I must assume responsibility for payment of any damage to same should I be found at fault.* I also understand the Government does not provide insurance coverage for damage to its vehicles.		
	* "At fault" means any case in which responsibility is conceded by employee or his insurance company or liability is fixed by duly constituted authority or administratively by the Bureau.		
	Signature of Operator <u>[Signature]</u>		
	The personnel file of this employee has been reviewed and indicates the following information concerning the operation of a motor vehicle during the past three years: <input checked="" type="checkbox"/> Continuous safe driving record <input type="checkbox"/> Involved in traffic accident and found at fault** I certify that this employee is: <input checked="" type="checkbox"/> Qualified on the basis of his safe driving record to operate motor vehicles on official business <input type="checkbox"/> Not qualified and must demonstrate his qualifications by satisfactorily passing a road test examination before operating a motor vehicle on official business Remarks: <input type="checkbox"/> Issue <input type="checkbox"/> Renew Operator's Identification Card - SF-46 <div style="border: 2px solid black; padding: 5px; transform: rotate(-5deg); display: inline-block;">67-NOT RECORDED 9 MAR 8 1968</div> <div style="text-align: right;">file 3/6/68</div> <div style="display: flex; justify-content: space-between;"><div>** "At fault" means any case in which the Bureau has taken disciplinary administrative action against the employee. (Over for Operator's Road Test Score Sheet)</div><div>Official Signature of Reviewing Official <u>C. Z. Smith</u> Title <u>SPECIAL AGENT</u> Date <u>3-6-68</u></div></div>		

RESULTS OF ROAD TEST

Vehicle Used in Test				Local of Test	
Make	Body Type	Year	City		State
Transmission <input type="checkbox"/> Automatic <input type="checkbox"/> Manual		Date	Time	Examiner's Signature	
Instructions to Examiner Place check mark (✓) in space beside each error committed. If same error is repeated, add a check mark for each repetition. Multiply point value of each error (shown in box at left of each error listing) by number of check marks, placing total points for each category in box at lower right of each block. To obtain final score, total number of points scored in all categories.					TEST SCORE <div style="border: 1px solid black; width: 100px; height: 30px; margin: 5px;"></div>
PASSING GRADE: Total Score of 25 Points or Less FAILING GRADE: Total Score of 26 Points or More Note Results in Box at Right of Instruction Block					Total Error Points Pass <input type="checkbox"/> Fail <input type="checkbox"/>
Check List					
1. Checking Vehicle Fails to: <input type="checkbox"/> Adjust Rear-view Mirror <input type="checkbox"/> Adjust Seat Properly <input type="checkbox"/> Check Effectiveness of Hand & Foot Brake <input type="checkbox"/> Check Windshield Wipers <input type="checkbox"/> Check Horn and All Lights			2. Leaving Curb Fails to: <input type="checkbox"/> Look Back to Check Traffic <input type="checkbox"/> Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> Wait for Approaching Traffic		
# of Points			# of Points		
3. Turning Fails to: <input type="checkbox"/> Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> Turn Carefully From Proper Lane			4. Backing Fails to: <input type="checkbox"/> Observe Surrounding Conditions <input type="checkbox"/> Back Slowly and Smoothly and Avoid Excessive Curb Contact		
# of Points			# of Points		
5. Controls Fails to: <input type="checkbox"/> Handle Vehicle Smoothly <input type="checkbox"/> Keep Both Hands on Wheel <input type="checkbox"/> Smoothly Engage Shifting Mechanism <input type="checkbox"/> Use Brakes Properly			6. Speed <input type="checkbox"/> Exceeds Limit <input type="checkbox"/> Too Slow for Traffic Conditions <input type="checkbox"/> Too Fast for Traffic Conditions		
# of Points			# of Points		
7. Position on Roadway <input type="checkbox"/> Follows too Closely <input type="checkbox"/> Fails to Hold Proper Lane <input type="checkbox"/> Straddles Lane Markings			8. Overtaking - Passing <input type="checkbox"/> Misjudges Speed of Oncoming Traffic <input type="checkbox"/> Passes in Intersection, on Hill, Curve, etc. <input type="checkbox"/> Cuts in too Soon <input type="checkbox"/> Fails to Signal (Hand, Light, Horn) When Conditions Warrant		
# of Points			# of Points		
9. Parking Fails to: <input type="checkbox"/> Avoid Violent Bumping of Other Cars or Excessive Scraping of Curb <input type="checkbox"/> Set Hand Brake <input type="checkbox"/> Cramp Wheels Where Necessary			10. Railroad and School Zones Fails to: <input type="checkbox"/> Obey Signals and Caution Warnings <input type="checkbox"/> Be Alert for Unusual Conditions		
# of Points			# of Points		
11. Attention Fails to: <input type="checkbox"/> Anticipate Hazardous Traffic Conditions (Including Pedestrians) <input type="checkbox"/> Keep Full Attention on Operation of Car <input type="checkbox"/> Limit Talking to Minimum <input type="checkbox"/> Observe Posted Signs or Signals			12. General <input type="checkbox"/> Nervous and Hesitant While Operating at Maximum Speeds Allowed on Open Highway <input type="checkbox"/> Lack of Caution <input type="checkbox"/> Timidity or Lack of Assurance Under Normal Driving Conditions		
# of Points			# of Points		
Remarks:					

NICHOLAS P. CALLAHAN

April 2, 1968

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Bishop	
Mr. Casper	
Mr. Callahan	
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	✓
Miss Holmes	
Miss Gandy	✓

Dear Boss:

The award of the day just arrived and I can't say how delighted I am with it. The incident prompting it came about from the Inspector's instructions to me to closely supervise the construction of the new FBI Building.

The plaque is very pretty, but it is a shame some messy worker smeared it with paint.

Thanks again.

Sincerely,

Nick Callahan

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

67-43961-435	
Searched	Numbered
9 APR 4 1968	

APR 9 1968

File

NICHOLAS P. CALLAHAN

Mr. Tolson ✓
Mr. DeLoach ✓
Mr. Mohr ✓
Mr. Bishop
Mr. Casper
Mr. Callahan
Mr. Conrad
Mr. Felt
Mr. Gale
Mr. Rosen
Mr. Sullivan
Mr. Tavel
Mr. Trotter
Tele. Room
Miss Holmes
Miss Gandy

April 2, 1968

Dear Boss:

My deepest thanks for the very nice letter I received today enclosing the Outstanding performance rating which you approved and the cash award that accompanied it.

Words are inadequate to express my deep feeling of the privilege and pride that I find working under your most able and considerate direction.

I sincerely hope you will be around for many more years and that I may have the continued privilege of serving with you.

Sincerely,

Nick Callahan
Nick Callahan

REC-138

67-43961-436	
Searched	Numbered
9 APR 4 1968	

File
qph

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

EX-110
APR 2 1968 33

9 APR 9 1968

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: ADMINISTRATIVE
(Division) (Section, Unit)

Official Position Title and Grade: ASSISTANT DIRECTOR

Rating Period: from APRIL 1, 1967 to MARCH 31, 1968

ADJECTIVE RATING: OUTSTANDING
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by:	<u>[Signature]</u>	<u>Assistant to the</u>	<u>4/1/68</u>
	Signature	Title	Date
Reviewed by:	<u>Clyde A. Tolson</u>	<u>Associate Director</u>	<u>4/1/68</u>
	Signature	Title	Date
Rating Approved by:	<u>[Signature]</u>	<u>Director</u>	<u>4/1/68</u>
	Signature	Title	Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service.
☐ Special

APR 11 1968

REC-140

67-43961-437	
Searched	Numbered
8	9

3/1/68

**NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION**

Mr. Callahan is the Assistant Director in charge of the Administrative Division and is responsible for the administration and executive direction for the Bureau's budgetary and fiscal matters, all phases of personnel management, property procurement and management, graphic and visual presentations, printing and duplicating, and voucher and statistical matters. For the period April 1, 1967, to March 31, 1968, his performance has been so exceptional that an Outstanding rating is merited.

He presents a substantial, mature personal appearance and has a most pleasing, yet forceful, personality, which makes him very effective in his personal contacts. His boundless enthusiasm, unusual drive and determination, coupled with his extensive knowledge of our operations, have contributed greatly to his superior performance.

Mr. Callahan has meticulously and judiciously carried out his heavy responsibilities, giving inspirational leadership and astute guidance to his staff. He consistently demonstrated his complete capability to direct the activities of his division, which has an important bearing on the over-all success of the Bureau's operations.

The consistently dedicated efforts of Mr. Callahan in handling his responsibilities have been of inestimable value to the Bureau and the rating of Outstanding is well deserved.

March 28, 1968

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I have reviewed the results of the recent inspection of the Administrative Division and have approved the following ratings for your operations: Administrative Operations and Personnel Matters - Very Good; Physical Condition and Maintenance, Specific Division Operations and Contacts - Excellent.

The space occupied by your Division was found to be well organized, secure and properly maintained. Closely follow my pending request to the Department to resolve the problem of the temporary unsatisfactory procedures for disposal of our confidential waste. Space adjustments to accommodate the computer equipment on order must be planned now to effect the greatest economy in the light of needs that can be foreseen before the new FBI Building is ready for occupancy. I was pleased to note the reduction of accidents in the operation of automobiles under your supervision as well as the continued full utilization of your fleet. You must continue emphasis on safe-driving habits and economy in the operation of your cars.

While the Division's overall work load has increased since the last inspection, I note that you have been able to keep the regular daily operations current with the same personnel complement except for the Voucher-Statistical Section where the rapid expansion of services rendered by the National Crime Information Center as well as other areas of automation has required increased personnel. The inspection findings support a total clerical complement of 673 and vacancies within this authorized complement should be filled without delay. Follow the proposal of the Inspector that clerical vacancies in the Mechanical Section be filled and experience gained thereafter with approved complement before consideration is given to requesting increase in the clerical complement of that Section. Promptly implement the Inspector's suggestions for elimination of duplicate reviews

1 - Mr. Callahan (Att: Mr. J. B. Adams) (With Enclosure)

① - Personnel File of Nicholas P. Callahan

1 - Inspection File of Administrative Division. SEE NOTE PAGE TWO

LMW:wmj (6)

67
DUPLICATE YELLOW

Mr. Nicholas P. Callahan

of certain material and for a study of the feasibility of automation of detailed compilation of data connected with monthly administrative reports submitted by the field.

I was pleased to see the effective results for 1967 of your aggressive supervision of applicant inquiries and recruiting efforts. Continue to maintain pressure on our field offices to insure that our clerical strength is brought to the authorized level and that an even flow is provided by offices with established monthly quotas. The successful efforts by the Administrative Division during the past year to fulfill our responsibilities to provide employment among minority groups are gratifying.

Your favorable record of accomplishments in 1967 resulting in direct monetary savings demonstrates awareness of the Bureau's needs to economize at every level. The high productivity and low rate of retyped pages are a tribute to your stenographic force. The increase in suggestions from your employees, many resulting in tangible monetary savings, also is noteworthy.

Your records management program has produced positive results in reclaiming file space. Continue to afford close attention to the orderly flow of mail throughout your Division and maintain stops placed on incoming mail at an absolute minimum. You must give intensified direction to programs designed to curtail work-related injuries which increased in 1967 both in your Division and throughout the Seat of Government.

I am pleased with the aggressive and productive program to develop usable contacts in Government and industry fields related to the responsibilities of your Division and your personal participation in and direction of these efforts are gratifying.

You and your Number One Man must carefully review the findings in the inspection report and work papers left with you. Advise the Inspection Division as soon as possible of corrective action you have taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W. M. Felt to Mr. Tolson dated March 27, 1968 captioned "Inspection - Administrative Division; Inspector L. M. Walters; 3/8 - 22/68." LMW:wmj

MR. TOLSON

March 27, 1968

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION

INSPECTOR L. M. WALTERS

3/8 - 22/68

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge since 12/30/59; Eugene W. Walsh, Number One Man since 2/14/61. Last inspection: 1/10 - 2/7/67.

Physical Condition and Maintenance - Excellent (Last Inspection - Excellent). Division occupies space in Justice, Identification, Old Post Office and General Accounting Office Buildings. Space efficiently arranged, secure and exceptionally well maintained. Present stopgap arrangement for disposal of confidential waste at District of Columbia incinerator (caused by closing of Justice Building incinerator to comply with Federal air pollution regulations) time consuming, hazardous and undesirable. Division instructed to closely follow Director's request to Department to have adequate incinerator installed Justice Building. Timetable for completion new FBI Building by 12/72 appears realistic. Installation of new computer equipment on order will tax space limitations at Identification Building to extreme limit. Study ordered overall space needs this Building in foreseeable future so any space adjustments required before new FBI Building ready can be planned with greatest economy. No safety defects in 11 of 31 cars inspected. Cars fully utilized; operating and repair costs up slightly. Accidents decreased sharply since last inspection (6 to 1). Economy and safe driving stressed.

Specific Division Operations - Excellent (Last Inspection - Very Good). Overall Division work load increased since last inspection, particularly Voucher-Statistical Section with rapid expansion of National Crime Information Center (NCIC) and implementation of other automation projects in administrative and investigative areas. Pending work of all units in Division at manageable levels. Automatic Data Processing operations continuous 24 hours per day with NCIC in operation 160 hours per week. 6 additional projects for expanded use of computers now under study (including pilot study for automation of Bureau indices). Third computer system on order to provide additional capability (delivery expected after 9/1/68).

Applicant recruitment program aggressive and effective and cases tightly supervised with instances of extensions of field deadlines below last inspection. No substantive errors in representative number files reviewed. Agent recruiting has produced qualified applicants to maintain authorized level (at 6,781 3/4/68) and approved applicants available to fill classes through remainder fiscal year 1968. As of 3/11/68 clerical strength under authorized level at Seat of Government (SOG) by 363 and over in field by 48 with 197

1 - Mr. Callahan (Att: Mr. J. B. Adams) (Sent Separately)

1 - Personnel Files of Nicholas P. Callahan and Eugene W. Walsh

Enclosure LMW:wmj (6)

CONTINUED - OVER

Memo for Mr. Tolson
Re: Inspection - Administrative Division

appointments outstanding and 977 applicants being processed. Monthly levels at SOG 1967 ranged from 340 under strength (May) to 118 over (August), with turnover averaging 213 per month (4.2%). 1967 highest year for total number clerks recruited (3,899) since 1951. Quota offices (43) exceeded 1967 quota by 554 on overall basis. 62 letters of censure in 1967 for individual office failures to meet assigned monthly quotas. Minority group recruitment effective with 48% increase in number of Negro employees 12/31/67 over 12/31/66 (633 to 936).

Other significant Division 1967 accomplishments include savings of \$125,000 by devising means of simultaneous utilization of computers with different programs; \$111,000 in excess property obtained at no cost to Bureau; \$127,800 saved by repairs to equipment by own employees; and 3-fold increase in number of exhibit trial aids prepared with 6 subjects positively identified by artist's conceptions.

Administrative Operations - Very Good (Last Inspection - Very Good). Supervisory structure, division of work, training procedures and allocation of responsibilities geared to provide necessary and diversified services to SOG and to the field. Analyses of individual sections, units and subunits show high level of coordination, clear channels of communication and logical shifting of personnel to handle seasonal fluctuations of work. Mail flow study revealed no bottlenecks and stops placed on mail held to minimum. Stenographic production substantially above and retypes below SOG averages. No delinquencies in registers. Employee suggestions up 15% and savings of \$28,700 from those adopted. Valuables securely maintained and controlled. Audit of funds and of payroll procedures revealed tight internal controls. Careful records management program achieved reduction of 104 file cabinets since last inspection. Inspector suggested means of avoiding duplicate review of Supreme Court decisions (both Administrative and Training Divisions concurred). Also proposed by Inspector was means of automating the collection of detailed data submitted by field on monthly administrative reports which will be promptly studied for feasibility.

Personnel Matters - Very Good (Last Inspection - Very Good). Authorized complement increased to 30 Agents and 673 clerical employees from 28 Agents and 611 clerks last inspection. This increase entirely reflected in Voucher-Statistical Section and caused by substantial expansion of their operations, particularly in field of automation. Present complement adequate and not excessive; Inspector proposed and Assistant Director agreed that requested increase of 2 clerks in Mechanical Section to handle increased work load there not be considered until experience gained with full regular complement after filling current vacancies. One Agent continues on limited duty due to arthritis condition -- retention justified. No Agents unavailable, overweight or on probation. Voluntary overtime productive and equitably shared. Division work-related injuries up in 1967 (24 to 32) and all SOG injuries increased (173 to 188) while those in field decreased (257 to 235). Intensified attention to safety factors at SOG stressed. Morale appears high.

Contacts - Excellent (Last Inspection - Excellent). Assistant Director, other officials and supervisors continuing excellent liaison with productive contacts in Congress, Executive Departments and industry. Liaison and higher-level Bureau contacts total 304 with 54 added and 29 deleted since last inspection. Division has active and productive program at all levels.

Memo for Mr. Tolson
Re: Inspection - Administrative Division

RECOMMENDATIONS:

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$27,055, not on probation, has excellent appearance and personality, is highly effective in both personal and official contacts, and is a dedicated, loyal, knowledgeable Bureau official eminently qualified to continue in his present assignment. Letter summarizing inspection findings attached for approval.

2. Inspector Eugene W. Walsh, Number One Man, GS-17 @ \$25,374, not on probation, has excellent appearance, forceful personality, extensive experience and fully qualified to continue in his present assignment.

3. Recommendations concerning other personnel handled separately.

July 19, 1968

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am pleased to commend, through you,
the personnel of the Administrative Division for their
exemplary participation in the Bureau's Blood Donor
Program during fiscal year 1968.

This is a most worthwhile program and,
through the sincere and unselfish actions of our
employees, the Bureau met its quota. Please express
my appreciation to those in your division who contrib-
uted to this endeavor.

Sincerely yours,

J. Edgar Hoover

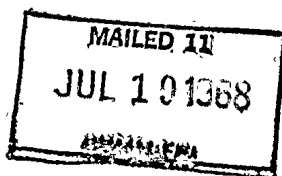
1 - [redacted] (Sent Direct) REC-138
LRH:jmp:jmf
(4)

Based on memo Adams-Callahan 7/16/68 re Blood Donor
Program; American Red Cross; Bethesda Naval Hospital.

67-4241-438
JUL 22 1968 57

b6

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____



XEROX
JUL 25 1968

MAIL ROOM ☐ TELETYPE UNIT ☐

172

John

now ant
Jim

JB

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 7-8-68

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT #5902
expires 6-30-69

RETURNED

D. C. OFFICIAL PARKING PERMIT #4660
expires 6-30-68

*checked and
returned
7-5-68*

FILE

8/1/68

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

Nicholas P. Callahan

(Typed name)

Nicholas P. Callahan

67-NOT RECORDED

10 JUL

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

TO : MR. MOHR

DATE: 9-13-68

FROM : N. P. Callahan

SUBJECT:

Attached is a letter from Thomas D. Burbank, Director of Department of Public Safety, State of Louisiana, dated September 11, 1968, enclosing a commission as a Special Agent with the Louisiana Division of State Police and a gold badge. He forwarded this in appreciation for assistance rendered to Lieutenant [redacted] when he visited the Bureau, with prior Bureau approval, to get some ideas with regard to the establishment of a unit similar to the Exhibits Section by the Department of Public Safety.

b6

While the enclosures do not specifically state, they appear to be the type of memento that is nonofficial and in the way of an honorary type thing. The forwarding of this was entirely unsolicited and in fact the visit by Lieutenant [redacted] was back in the spring of this year, May or June.

RECOMMENDATION:

REC-140

That the writer be permitted to retain the two mementos forwarded by Director of Public Safety, Burbank and an appropriate acknowledgment will be forwarded by the writer.

NPC:jlk

(2)

Enclosure

*Detached
& retained
9/18*

12 SEP 19 1968

10 SEP 24 1968

S3

REAS. REC. UNIT



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Nicholas P. Callahan	5/22/68	Administrative Division

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Mrs. Lillian P. Callahan	Wife

Address
5611 Chesterbrook Road, Washington, D. C. 20016

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Payment Received
Special Agents Insurance Fund

MAY 22 1968

J. Edgar Hoover, Director

Very truly yours,

[Signature]
Special Agent Assistant Director

January 10, 1969

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I want you to know that I am certainly appreciative of the heartwarming response of many Bureau employees when they learned that an associate needed financial assistance because of a recent death in his family.

I am sure that he appreciates, as I do, this thoughtfulness and generosity which typifies the esprit de corps among our personnel.

Sincerely yours,

J. Edgar Hoover

67-43961-440
Searched
Numbered
8 JAN 15 1969/5

1 - Mr. Callahan (Personal Attention)

1 - [] (Sent Direct)

1 - Personnel file of []

MAILED 24
JAN 10 1969
COMM-FBI

JMP/jmp
(6)

Based on Adams-Callahan memo 1/8/69 re []
[] Clerk, GS-4, Property Management Unit,
Administrative Division. Personnel Matter.

Reviewed for []
"The [] was tip a []
but rejected in view
of []
circumstances
involving the [] family

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

10 JAN 17 1969

MAIL ROOM ☐ TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 12-9-68

I certify that I have ☒ received ☐ returned the following Government property for official use:

Inspectors' Manual, Foreign Offices # 7 ✓

FILE

3/ *[Signature]*

Very truly yours,

(Signature)

(Typed name)

N. P. Callahan

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

07-NOT RECORDED

1 DEC 12 1968

58

March 4, 1969

PERSONAL

Dear Callahan:

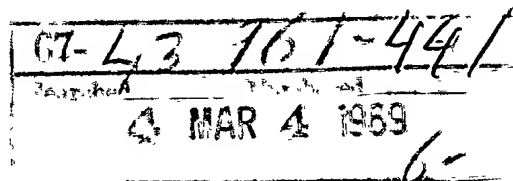
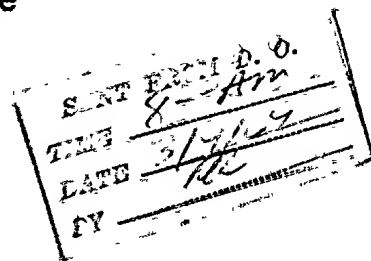
I want to join your many friends in extending my congratulations to you on this, your Thirty-fourth Anniversary in the Bureau. You certainly have my best wishes for the occasion, and I hope it will be an enjoyable day for you.

Sincerely,

J. E. H.

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

REC-150



Anniversary 3/4 - Tuesday

JEH:edm (3)

edm

10 MAR 6 1969

31

MAIL ROOM ☐ TELETYPE UNIT ☐

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

NICHOLAS P. CALLAHAN

Mr. Tolson	✓
Mr. DeLoach	_____
Mr. Mohr	_____
Mr. Bishop	_____
Mr. Casper	_____
Mr. Callahan	_____
Mr. Conrad	_____
Mr. Felt	_____
Mr. Gale	_____
Mr. Rosen	_____
Mr. Sullivan	_____
Mr. Tavel	_____
Mr. Trotter	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

March 4, 1969

Dear Boss:

Many thanks for your most thoughtful note on my Thirty-fourth Anniversary in the Bureau today.

It was most generous and considerate of you to take time from your busy schedule to send it and it has been my good fortune to have served these under your directorship. I look forward to continuing the association with you and hope that the Good Lord will bless you with many more years of vigor and good health to direct our organization.

Sincerely,

Nick Callahan

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

REC-131

67- 43961-492	
Search	Numbered
1	196962

3-8

1 MAR 11 1969

NICHOLAS P. CALLAHAN

Mr. Tolson ✓
Mr. DeLoach.....
Mr. Mohr.....
Mr. Bishop.....
Mr. Casper.....
Mr. Callahan.....
Mr. Conrad.....
Mr. Felt.....
Mr. Gale.....
Mr. Rosen.....
Mr. Sullivan.....
Mr. Tavel.....
Mr. Trotter.....
Tele. Room.....
Miss Holmes.....
Miss Gandy.....

April 3, 1969

Dear Boss:

Please accept my deep thanks
for the Outstanding rating which you afforded
me on April 1, 1969.

I shall exert my utmost energies
to continue to merit your approbation. However,
I am more appreciative of the many opportunities
you have afforded me during my years of service
in the Bureau and the opportunity to work under
such a great leader and American as you.

The Lord willing may you be around
for many more years to lead our great organization.

Sincerely,

Nick Callahan
Nick Callahan

REC-135

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

67-43961-4143
Searched _____ Numbered _____
8 APR 4 1969

35
APR 3 1969

APR 9 1969

254
444
JKE

February 28, 1969

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I have reviewed the results of the recent inspection of the Administrative Division and have approved the following ratings for your operations: Administrative Operations and Personnel Matters - Very Good; Physical Condition and Maintenance, Specific Division Operations and Contacts - Excellent.

The space occupied by your Division was found to be efficiently arranged, secure and well maintained. I was pleased to note the fine condition of your automotive fleet and the reduction in operating costs. Continue to stress safe driving to your employees and emphasize economy, particularly in repair costs.

I am gratified with the results achieved in economy and efficiency in the principal phases of the Administrative Division's responsibility. Continue close coordination with other Divisions as to suggested new computer applications so that I will be fully informed of the overall impact on Bureau operations including costs of equipment and personnel. Your request for an added clerk in the Mechanical Section has been granted, but your request for an additional Agent supervisor in the Voucher-Statistical Section must be denied in view of our urgent need to utilize all possible manpower in the drive against organized crime.

I am pleased with your aggressive following of field recruiting efforts to insure both Agent and clerical quotas are met or that action is taken upon any delinquencies. With our present deficiency in authorized strength of clerical personnel at the Seat of Government and the anticipated drive for a greater complement of Agents, there must be no diminution whatsoever of your efforts.

1 - Mr. Callahan (Att: Mr. J. B. Adams) (With Enclosure)

1 - Personnel File of Nicholas P. Callahan

1 - Inspection File of Administrative Division

LMW:wmj (6)

See note page two

DUPLICATE YELLOW

Mr. Nicholas P. Callahan

The strong participation of your employees in the Bureau's suggestion program is most pleasing and the high production rate with low incidence of retyped pages is a tribute to your stenographic force.

Your records management program has produced positive results in reclaimed space. Promptly implement streamlining suggestions of the Inspector to reduce copies required of certain communications and to facilitate maintenance of registers throughout the Seat of Government. The sharp reduction achieved in work-related injuries is noteworthy.

I note with pleasure your personal leadership in the aggressive program of developing productive contacts in Government and industry fields at all levels of responsibility in your Division.

You and your Number One Man must carefully review the findings in the inspection report and work papers left with you. Advise the Inspection Division as soon as possible of corrective action you have taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W. M. Felt to Mr. Tolson dated 2/27/69 captioned "Inspection - Administrative Division; Inspector L. M. Walters; 1/31 - 2/17/69." LMW:wmj

MR. TOLSON

February 27, 1969

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION

INSPECTOR L. M. WALTERS

1/31 - 2/17/69

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge since 12/30/59; Eugene W. Walsh, Number One Man since 2/13/61. Last inspection: 3/8-22/68.

Physical Condition and Maintenance - Excellent (Last Inspection - Excellent). Division occupies space in Justice, Identification, Old Post Office and General Accounting Office Buildings. Space well maintained, efficiently arranged and secure. General Services Administration (GSA) expects installation of new system for disposal of confidential trash in Justice Building basement in 60 days -- present undesirable system using District of Columbia incinerator will be eliminated. Excavation and substructure of new FBI Building ahead of schedule; drawings for superstructure delayed by prolonged negotiations between GSA and architect over fee. Completion of building now estimated by December, 1973. Negotiations now in progress to provide needed additional space elsewhere in Washington so as to accommodate expansion of automatic data processing (ADP) equipment room. This expansion at Identification Building requires estimated expenditure of \$250,000 and appears justified (handled separately). Opening of new office, Alexandria, Virginia, estimated for May, 1969. No safety defects in 11 of 32 vehicles inspected -- cars well maintained and fully utilized. Accident rate low -- one since last inspection and employee not held responsible. Vehicle operating costs reduced; repair costs slightly higher than last inspection. Economy stressed.

Specific Division Operations - Excellent (Last Inspection - Excellent). Work load throughout Division continues to increase, particularly in computer operations in Voucher-Statistical Section. New computer applications regularly being instituted, particularly in expanding National Crime Information Center (NCIC), along with pilot studies in such areas as automation of Bureau's general indices, establishment of Soviet Intelligence Data Bank, and automation of Monthly Administrative Reports. ADP activities operating 24 hours per day, 7 days per week. Since last inspection, number of NCIC users with terminals connected to FBI computers increased 37 to 89; daily number of messages through computer from 10,321 to 25,492; and items stored in computer more than doubled. Recruitment program effective and vigorously pursued. Total clerical applicants recruited (4014) for Seat of Government (SOG) and field in 1968 highest since 1951. As of 2/3/69 clerical strength at SOG under authorized level by 635; over in field by 28. Appointments outstanding and applicants being processed for SOG

1 - Mr. Callahan (Att: Mr. J. B. Adams) (Sent Separately)

1 - Personnel Files of Nicholas P. Callahan and Eugene W. Walsh

Enclosure

LMW:wmj (6)

CONTINUED - OVER

Memo for Mr. Tolson

Re: Inspection - Administrative Division

total 713. Clerical quotas increased 9/68 and being closely followed. Agent recruitment has produced qualified applicants to maintain authorized level (6901) throughout Fiscal Year (FY) 1969. Tight supervision of field investigations, including meeting of deadlines. No substantive errors in representative number of files reviewed. Division's calendar 1968 tangible monetary savings total over \$520,000 (up 33%) representing \$40,000 in excess property obtained at no cost to Bureau; \$166,000 in repair of typewriters and electrical equipment by employees; over \$15,000 through employee suggestions; and \$300,000 by design of technique for processing several jobs at same time in computers. Exhibits Section work shows substantial increase in area of trial, investigative and training aids -- 7 subjects positively identified through artist's conceptions.

Administrative Operations - Very Good (Last Inspection - Very Good). Division organized to provide wide variety of services to SOG and field with emphasis on efficiency and economy. Awareness of good records management reflected in administrative tightness and control. Division has desirable flexibility of employees to handle periodic fluctuations in work load. Alertness to streamlining exemplified by active suggestion program (higher contribution than any other SOG Division) -- number adopted up 23%. Division stenographic production substantially exceeds SOG averages; retyped pages low. Audit of funds and of payroll procedures revealed tight internal controls. Mail flow smooth and weekly average of errors low. Division concurred in Inspector's streamlining suggestions for trial use of modified time and attendance registers in all SOG Divisions and reduction in required number of copies of certain field communications.

Personnel Matters - Very Good (Last Inspection - Very Good). Authorized complement of Division increased to 33 Agents and 692 clerical employees from 30 Agents and 673 clerks at last inspection. Principal increase Voucher-Statistical Section with expanded Bureau computer programs, projects and applications. Division requested 1 additional Agent supervisor (not now justified) and 1 additional clerk (justified) (handled separately). One Agent continues on limited duty - retention justified. No Agents unavailable, overweight or on probation; 2 male clerks overweight -- progress in reducing satisfactory (handled separately). Voluntary overtime productive and equitably shared. Division work-related injuries cut in half in 1968 (32 to 16); Bureau-wide injuries decreased (423 to 402). Employee training programs effective. Morale appears high.

Contacts - Excellent (Last Inspection - Excellent). Continuing excellent liaison with productive contacts in Congress, Executive Departments and industry. High-level contacts of Division total 395, with substantial net increase since last inspection. Division has active and productive programs at all levels.

RECOMMENDATIONS:

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$30,239, not on probation. Has excellent appearance and personality; is dedicated and loyal; has wealth of specialized knowledge and experience. He is intensely interested in his assignment and possesses high qualities of leadership that qualify him to continue in his present assignment. Letter summarizing inspection findings attached for approval.

Memo for Mr. Tolson
Re: Inspection - Administrative Division

2. Inspector Eugene W. Walsh, Number One Man, GS-17 @ \$28,000, not on probation. Has excellent appearance and positive approach; is knowledgeable in Bureau policies and procedures; demonstrates wide experience and complete loyalty. Fully qualified to continue in present assignment.

3. Recommendations concerning other personnel handled separately.

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Tolson

DATE: April 2, 1969

FROM : J. P. Mohr

SUBJECT: NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

JOSEPH J. CASPER
Assistant Director
Training Division

IVAN W. CONRAD
Assistant Director
Laboratory Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

C. LESTER TROTTER
Assistant Director
Identification Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Callahan, Casper, Conrad, Tavel and Trotter in which their services have been rated Outstanding for the period April 1, 1968, to March 31, 1969. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official.

RECOMMENDATION:

REC-148

Searched	Numbered
4	APR 8 1969

That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Callahan, Casper, Conrad, Tavel and Trotter and that each be furnished the original of his rating.

Enclosures

LDH:jmp (6)

- 1 - Personnel File of Joseph J. Casper
- 1 - Personnel File of Ivan W. Conrad
- 1 - Personnel File of William S. Tavel
- 1 - Personnel File of C. Lester Trotter

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAILED 2

APR 2 1969

COMM-FBI

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

7-29-69

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT #3409
expires 6-30-70

RETURNED

D. C. OFFICIAL PARKING PERMIT #5902
expires 6-30-69

*File
7/1/69*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

[Handwritten Signature]

(Typed name)

Nicholas P. Callahan

67-101 RECORDED

8 AUG 20 1969

29

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: ADMINISTRATIVE
(Division) (Section, Unit)

Official Position Title and Grade: ASSISTANT DIRECTOR

Rating Period: from APRIL 1, 1968 to MARCH 31, 1969

ADJECTIVE RATING: OUTSTANDING
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by: *J. D. Mohr* Assistant to 4/1/69
Signature Title Date

Reviewed by: *Clyde A. Tolson* Associate Director 4/1/69
Signature Title Date

Rating Approved by: *J. Edgar Hoover* Director 4/1/69
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

REC-141

67-43961-445	
Searched	Numbered
10 APR 16 1969	
<input type="checkbox"/> Administrative	<input type="checkbox"/> 60-Day
<input type="checkbox"/> 90-Day	<input type="checkbox"/> Transfer
<input type="checkbox"/> Separation from Service	<input type="checkbox"/> Special

10 APR 21 1969

3 job

June 9, 1969

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan,

Administrative Div

I am pleased to commend, through you,
[redacted] for
their excellent efforts incident to police training
briefings regarding racial matters.

Through the resourceful and imaginative
skills these men demonstrated in preparing a number
of audio-visual aids, they were of substantial assist-
ance in the success of these conferences. Please con-
vey my appreciation to them for their fine services.

Sincerely yours,

J. Edgar Hoover

b6

1 - Mr. Callahan (Personal Attention)

Based on information submitted, Bureau does not
consider individual letters of commendation, as rec-
ommended for [redacted]

[redacted] are warranted. A copy of this letter will be
placed in their personnel files.

1 - [redacted] (Sent Direct)

JMP (7)

Based on Moore-Sullivan memo 5/29/69 and addendum
Training Division re Police Training Briefings Regard-
ing Racial Extremists and Violence, Racial Matter.

Copies prepared and attached for placing in personnel
files of [redacted] and [redacted]

REC'D - BEVING BODM

JUN 9 5 53 PM '69

MAIL ROOM ☐ TELETYPE UNIT ☐

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

7-43961-446
JUN 11 1969 68

XEROX
JUN 17 1969

Handwritten signatures and initials:
JDA
HNS
JSA

September 11, 1969

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

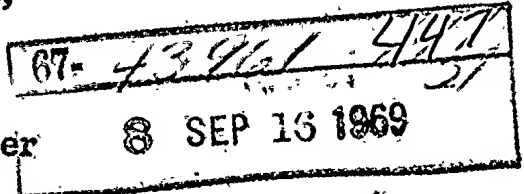
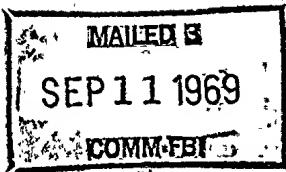
The circumstances concerning a failure to maintain the proper mailing address for an individual designated for placement on the Bureau's Special Correspondents' List have been carefully reviewed. Although the change in address was not submitted in the usual form, had the Administrative Division been alert in this instance, this oversight could have been avoided.

You will be expected to institute the necessary procedures to prevent future delinquencies of this nature.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



- 1 - Movement
- 1 - Administrative Division Personnel File

JJO:mcg
(5)

Based on memo Jones to Bishop, 9-9-69, MAJ:ksf with Addendum of Administrative Division, 9-10-69, WEC:klb.

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM TELETYPE UNIT

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

TO : MR. MOHR

DATE: August 18, 1969

FROM : N. P. Callahan

SUBJECT: WOODROW K. McWHORTER
SPECIAL AGENT
NEW YORK DIVISION
RESIGNATION SUBMITTED EFFECTIVE 8-28-69

On the attached yellow of a letter to McWhorter dated 8-15-69 accepting his resignation of 8-8-69, Mr. Tolson noted, "Why wasn't letter of 8-8 sent to Director's Office upon receipt?"

The writer did not refer the attached communication of 8-8-69 from McWhorter to the Director's Office upon receipt as it is noted that this Agent had entered on duty 6-25-62 and is submitting his resignation to take other employment in Atlanta, Georgia.

The letter appeared to be comparable to numerous other letters of resignation from Agents which are received and which are acted upon by the writer and referred to the Personnel Section for acknowledgment, unless the letter contains some information of interest or involves an employee in whom the Director has an interest.

In this instance the resignation letter should have been sent to Mr. Tolson. I shall try to avoid such an occurrence in the future.

NPC:jlk
(2)
Enclosure

REC-146

67-588247-70	
Searched	Indexed 10
10 AUG 22 1969	

RECEIVED
FBI
AUG 18 10 10 PM '69

AUG 18 3 20 PM 1969

FBI
REC'D MOHR

4 AUG 27 1969

52
XEROX
AUG 27 1969
AUG 27 1969

32 pm

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

8-14-69

I certify that I have ☒ received ☐ returned the following Government property for official use:

Key to Room B-216 - B-217 (tel-key cabinet)
(one key opens either door)*

*Note Grand Master Key will not open these doors

3/12

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RE

5 AUG 16 1969

86

Very truly yours,

(Signature)

(Typed name)

N. P. Callahan

September 11, 1969

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

Through you, I want to commend the personnel in the Administrative Division who performed so capably in giving tours of the FBI facilities during the past season, as well as the Bureau's Health Service in rendering first aid to our visitors.

Excellent results have been achieved in this program and this success can be attributed to the enthusiastic and courteous fashion in which everyone handled his tasks. Please convey my appreciation to them for the professional manner in which they have discharged their responsibilities.

Sincerely yours,

J. Edgar Hoover

REC-144
67-43761-448
11 SEP 22 1969

1 - Mr. Callahan (Personal Attention)

A copy of this letter will be placed in the personnel files of all participants.

1 - [] (Sent Direct)

JMP
(20)

Based on Malmfeldt-Bishop memo 9/5/69 and addendum Assistant Director Bishop 9/5/69 re FBI Tours.

MAILED 3
Copies prepared and attached for placing in personnel files of: (Over)
COMM-FBI

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

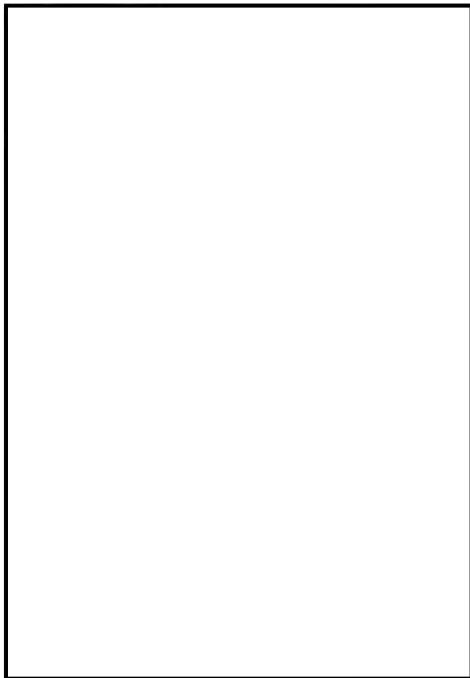
SEP 22 1969
MAIL ROOM TELETYPE UNIT

SEP 26 1969

b6

Handwritten signatures and initials.

Mr. Nicholas P. Callahan
FBI, Washington, D. C.



b6

October 7, 1969

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

It has been brought to my attention that certain employees assigned to the Administrative Division did not measure up to the high standards expected of Bureau personnel in that they utilized improper and offensive language in expressing themselves. Had proper controls been provided, you would have been aware of this reprehensible conduct and been in a position to take corrective action at the outset.

It is your responsibility to insure that employees are thoroughly aware of the Bureau's position in such matters so there will be no doubt in anyone's mind that such activities will not be tolerated. I expect you will give this matter your immediate attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

REC-135

67-43961-449
7 OCT 8 1969

- 1 - Movement
- 1 - Administrative Division Personnel File

JJO:mcg
(5)

Based on memo Adams to Callahan, 10-3-69, JBA:MFR/pam.

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

OCT 10 1969

MAIL ROOM ☐ TELETYPE UNIT ☐

REPORT OF MEDICAL EXAMINATION

88-112

1. LAST NAME—FIRST NAME—MIDDLE NAME Callahan, Nicholas Peter			2. GRADE AND COMPONENT OR POSITION Assistant Director		3. IDENTIFICATION NO. 4-27-64
4. HOME ADDRESS (Number, street or RFD, city or town, State and ZIP code)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 11-18-69
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY	11. ORGANIZATION UNIT
12. DATE OF BIRTH 12-26-13		13. PLACE OF BIRTH Washington D.C.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC				16. OTHER INFORMATION	
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR- MAL
X	18. HEAD, FACE, NECK, AND SCALP	
X	19. NOSE	
X	20. SINUSES	
X	21. MOUTH AND THROAT	
X	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
X	23. DRUMS (Perforation)	
X	24. EYES—GENERAL (Visual acuity and refraction under items 69, 60 and 67)	
X	25. OPHTHALMOSCOPIC	
X	26. PUPILS (Equality and reaction)	
X	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
X	28. LUNGS AND CHEST (Include breasts)	
X	29. HEART (Thrust, size, rhythm, sounds)	
X	30. VASCULAR SYSTEM (Varicosities, etc.)	
X	31. ABDOMEN AND VISCERA (Include hernia)	
X	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
X	33. ENDOCRINE SYSTEM	
X	34. G-U SYSTEM	
X	35. UPPER EXTREMITIES (Strength, range of motion)	
X	36. FEET	
X	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
X	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	X
X	40. SKIN, LYMPHATICS	
X	41. NEUROLOGIC (Equilibrium tests under item 72)	
X	42. PSYCHIATRIC (Specify any personality deviation)	
X	43. PELVIC (Females only) (Check how done)	
<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL		

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

Copy made & sent to Mr. Callahan

RESULTS	
16.6	HGB GMS 100ML
50	HCT %
13.4	WBC $\times 10^3$
60	NEUT %
1	BAND %
34	LYMPH %
1	TOS %
--	PLT %
4	MONOS %
	PLATELET $\times 10^3$

RESULTS	
142	NA ⁺
5.2	K ⁺
101	CL ⁻
24	CO ²
7.4	TP
4.3	ALB
110-3	SA ⁺
116	ALK. PHOS
14	BUN
100	GLU
30	SGOT
270	CHOL

.9 T-Bili
1.1 Creatinine
7.4 Uric Acid
66 2Hr PP

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)	
O—Restorable teeth —Nonrestorable teeth	X—Missing teeth XXX—Replaced by dentures
(6 X 8)—Fixed bridge, brackets to include abutments	
R I G H T	L E F T
X1 X2 X3 X4 X5 X6 X7 X8 X9 X10 X11 X12 X13 X14 X15 X16 X17 X18 X19 X20 X21 X22 X23 X24 X25 X26 X27 X28 X29 X30 X31 X32 X33 X34 X35 X36 X37 X38 X39 X40 X41 X42 X43 X44 X45 X46 X47 X48 X49 X50 X51 X52 X53 X54 X55 X56 X57 X58 X59 X60 X61 X62 X63 X64 X65 X66 X67 X68 X69 X70 X71 X72 X73 X74 X75 X76 X77 X78 X79 X80 X81 X82 X83 X84 X85 X86 X87 X88 X89 X90 X91 X92 X93 X94 X95 X96 X97 X98 X99 X100	

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
Type Exam 3
Class 1
NCD

LABORATORY FINDINGS			
45. URINALYSIS: A. SPECIFIC GRAVITY 1.013		46. CHEST X-RAY (Place, date, film number and result) 26864-66-Neg	
B. ALBUMIN Neg	D. MICROSCOPIC 3-4 WBC	49. BLOOD TYPE AND RH FACTOR 26864-66-Neg study left shoulder.	
C. SUGAR Neg	48. EKG N.S.C. Since 1968	50. OTHER TESTS	

DEC 22 1969

183

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 68 1/4 "	52. WEIGHT 166	53. COLOR HAIR Brown	54. COLOR EYES Brown	55. BUILD: (Check one)	SLENDER	MEDIUM	HEAVY	OBESE	56. TEMPERATURE
57. BLOOD PRESSURE (Arm at heart level)					58. PULSE (Arm at heart level)				
A. SITTING	SYS. 128 DIAS. 70	B. RECUMBENT	SYS. DIAS.	C. STANDING (3 min.)	SYS. DIAS.	A. SITTING	B. AFTER EXERCISE	C. 2 MIN. AFTER	D. RECUMBENT
						84			E. AFTER STANDING 3 MIN.
59. DISTANT VISION					60. REFRACTION				
RIGHT 20/ 25-2 CORR. TO 20/					BY +2.25 S. -0.25 CX 150				
LEFT 20/ 25-2 CORR. TO 20/					BY +2.50 S. -0.50 @ CX 105				
61. NEAR VISION					62. HETEROPHORIA (Specify distance)				
RIGHT 20/ 25-2 CORR. TO 20/					BY +2.25 S. -0.25 CX 150				
LEFT 20/ 25-2 CORR. TO 20/					BY +2.50 S. -0.50 @ CX 105				

ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. CT PC PD

63. ACCOMMODATION	64. COLOR VISION (Test used and result)	65. DEPTH PERCEPTION (Test used and score)	UNCORRECTED
RIGHT LEFT	Farnsworth 9/9		CORRECTED
66. FIELD OF VISION	67. NIGHT VISION (Test used and score)	68. RED LENS TEST	69. INTRAOCULAR TENSION
Normal-0. U.			OD 17.3 mmHg
70. HEARING	71. AUDIOMETER	72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	
RIGHT WV 15 /15 SV 15 /15	250 500 1000 2000 3000 4000 6000 8000		
LEFT WV /15 SV /15	RIGHT LEFT		

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

Hyperuricemia

(Excess uric acid in urine)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee Callahan, Nicholas Peter
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is. ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

67-42961-420

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____



11-18-69

Date

W
20

NICHOLAS P. CALLAHAN

Q

January 16, 1970

Mr. Tolson	✓
Mr. DeLoach	_____
Mr. Mohr	_____
Mr. Bishop	_____
Mr. Casper	_____
Mr. Callahan	_____
Mr. Conrad	_____
Mr. Felt	_____
Mr. Gale	_____
Mr. Rosen	_____
Mr. Sullivan	_____
Mr. Tavel	_____
Mr. Soyars	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

Dear Mr. Hoover:

With the conclusion of the CBS series this week concerning you, it is my opinion that although the motives behind it were not clear, you were still portrayed by your friends and supporters in a most favorable light.

As to be expected, some of those CBS sought out and interviewed, their attempts to discredit you fell flat and their points were not even sustained by their own comments and were definitely refuted by your supporters. Much as I hate to agree with any CBS representative I must admit his statement that you cannot separate you from the FBI as it was purely your sacrifices and high integrity that have seen to it that the Bureau functions on such a high plain. The proof of this is the magnanimous public support which FBI personnel enjoy in carrying out their day-to-day functions which is attributable to your inspiring leadership.

REC-144

67-43961-4511

May God bless you with continued good health and vigor to permit you to continue in the capacity as Director of the FBI for many years to come.

Sincerely,

Nick Callahan

Nick Callahan

18 JAN 22 1970

ack 1-20-70
nme
bmw llr

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

PERS. REC. UNIT

nml(FRO)

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 12-11-69

I certify that I have ☒ received ☐ returned the following Government property for official use:

FBI IDENTIFICATION CARD # 11814

Asst Dir

RETURNED

OLD FBI IDENTIFICATION CARD # S-11814 ✓✓

Inspector

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3

Very truly yours,

(Signature)

(Typed name)

Nicholas P. Callahan

67-NOT RECORDED
6 DEC 1969

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Tolson ✓

DATE: February 4, 1970

FROM : Mr. Mohr

SUBJECT: NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division
SERVICE AWARD SCROLL
35th Anniversary 3-4-70

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____ b6

Mr. Nicholas P. Callahan, Assistant Director in the Administrative Division, celebrates his 35th year of Bureau service on 3-4-70.

The Director may desire to present Mr. Callahan's Scroll personally. A Scroll is attached for the Director's signature.

Enclosure

1 - Miss Holmes (Sent Direct)

LDH:rjr

(3)

67-43961-452
Searched _____
8 FEB 12 1970
REC-130

MAR 4 1970
FEB 12 1970
REMOVED BY SRD
40

FBI
RECEIVED

REC-144

January 20, 1970

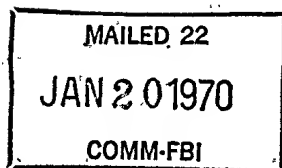
Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

Thank you for your thoughtful letter of
January 16th. It was good of you to write and furnish
me your views regarding the recent CBS television series
and I certainly appreciate your generous remarks and
kind sentiments.

Sincerely,

JEH



Red

DMW:llk (3)

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

1 JAN 29 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

TER
dmw

U3 *a* *g* *a*

February 10, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

In connection with the Tenth Anniversary of
[redacted] you approved a Service Award let-
ter praising him for his loyalty and devotion to duty in spite
of the fact that he had been a personnel problem.

It should have been obvious from a review of his
overall record that the letter was inappropriate and should
have been toned down considerably. I expect you to be more
meticulous henceforth in the review of outgoing mail.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

67-43981-453
Search 38
10 FEB 12 1970

REC-137

- 1 - Movement
- 1 - Administrative Division Personnel File

JBA:gms
(5)

Based on Director's routing slip of 2-10-70

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

FEB 17 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

TO : Mr. Mohr

DATE: 2/10/70

FROM : J. A. Sizoo
President, FBIRA

SUBJECT: NICHOLAS P. CALLAHAN
ADMINISTRATIVE DIVISION
35th ANNIVERSARY, 3/4/70

FRANCIS B. ~~McGIVERN~~
WASHINGTON FIELD
35th ANNIVERSARY, 3/5/70

LEO K. ~~COOK~~
DETROIT DIVISION
35th ANNIVERSARY, 3/25/70

HUBERT K. ~~JOHNSON~~
KANSAS CITY DIVISION
35th ANNIVERSARY, 3/25/70

During March, 1970, the above-captioned employees will complete 35 years of Bureau service on the dates indicated.

FBIRA policy is to grant employees completing 35 years' service with the Bureau honorary membership in the FBIRA.

RECOMMENDATION:

That this memorandum be referred to the Exhibits Section in order that appropriate honorary membership cards can be prepared for the above individuals and that they be returned to me in order that appropriate letters for the Director's signature can be prepared in sufficient time to coincide with the anniversaries.

JAS:mls (3)

1-Exhibits Section
1-Mr. Sizoo

*Cards being prepared in Exh. Sect.
2/10/70 JAS*

REC-138

67-43961-454
8 FEB 12 1970

3
dw

JL XEROX

FEB 19 1970

7 FEB 19 1970

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Mohr

FROM : J. A. Sizoo, *[Signature]*
President, FBIRA

SUBJECT: NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION
35th ANNIVERSARY, 3/4/70

DATE: February 17, 1970

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

b6

In view of the FBIRA policy of granting honorary membership in the FBIRA to employees who have completed 35 years of service, attached is an appropriate letter for the Director's signature to Mr. Callahan.

After approval and signature, it is requested that the letter be returned to my office in order that the honorary membership card may be attached before mailing.

Enclosure *[Signature]* detached & sent 3/4/70-mls ✓

JAS:mls (4)

1-Mr. Mohr

1-Administrative Division (Property Management)

1-Mr. Sizoo

REC-140

67-43961-455

8 MAR 5 1970 72

FEB 17 4 33 PM '70

FBI

REC-140-107208

FEB 17 1970

1030

FEB 17 1970

FBI

REC-140-107208

NICHOLAS P. CALLAHAN

March 5, 1970

Dear Boss:

Just a brief note of thanks for taking your time from your heavy schedule yesterday to present me my Thirty-five Year Service Award Scroll.

As I indicated to you I have felt privileged to have served you these many years and the Lord and you willing I hope to be able to serve you in the years ahead.

Sincerely,

Nick Callahan

Nick Callahan

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Walters	✓
Mr. Mohr	✓
Mr. Bishop	
Mr. Casper	
Mr. Callahan	
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Soyars	
Tele. Room	
Miss Holmes	
Miss Gandy	

REC-140

67-43961-456	
Searched	Numbered
9 MAR 9 1970	
36	

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

32
EXP. PROC.
MAR 5 1970

MAR 12 1970 73

File
MR

1-Original
1-yellow

March 4, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

It is a pleasure to enclose an honorary membership card in the Federal Bureau of Investigation Recreation Association on your completion of thirty-five years of Bureau service. Your interest in and enthusiasm for activities of the Association have been appreciated and undoubtedly have been very helpful.

In accordance with the policy governing such membership, you may retain this card until such time as you cease duty. I hope we may look forward to your continued participation in FBIRA activities for many more years.

Sincerely,
~~Respectfully~~ yours,

Enclosure

JAS:mls (4)

1-Mr. Mohr (Personal Attention) *detached*

1-Administrative Division (Attn. Property Management) *detached*

A notation should be placed on Mr. Callahan's property inventory that his honorary membership card should be taken up on his separation from the Bureau's service.

NOTE: Based on memo J. A. Sizoo to Mr. Mohr 2/17/70, re "NICHOLAS P. CALLAHAN, ASSISTANT DIRECTOR, ADMINISTRATIVE DIVISION, 35th ANNIVERSARY, 3/4/70.

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

MAR 9 1970 TELETYPE UNIT

MAILED from J.A. Sizoo's office 3/4/70 - mls

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: ADMINISTRATIVE
(Division) (Section, Unit)

Official Position Title and Grade: ASSISTANT DIRECTOR

Rating Period: from APRIL 1, 1969 to MARCH 31, 1970

ADJECTIVE RATING: OUTSTANDING Employee's Initials
Outstanding, Excellent, Satisfactory, Unsatisfactory

Rated by: [Signature] Assistant to the Director 4/1/70
Signature Title Date

Reviewed by: Clyde A. Tolson Associate Director 4/1/70
Signature Title Date

Rating Approved by: [Signature] Director 4/1/70
Signature Title Date

TYPE OF REPORT

1 APR 3 1970

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REC-139

7 APR 7 1970

3-jah

MR. TOLSON

April 1, 1970

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION

INSPECTOR WILLIAM A. SULLIVAN

3/10 - 23/70

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge since 12/30/59; Eugene W. Walsh, Number One Man since 2/13/61, Last inspection: 1/31 - 2/17/69.

Physical Condition and Maintenance - Excellent (Last Inspection - Excellent). Division has space in four separate locations: Justice Building, Identification Building, Old Post Office and General Accounting Office. Space being effectively utilized, excellently maintained and secure. Automatic Data Processing machine room in Identification Building being expanded to accommodate computer equipment. Budget limitations prevented General Services Administration (GSA) from installing new system for disposal of confidential trash in Justice Building -- present system using District of Columbia incinerator, although undesirable, is secure and adequate. Current construction contract for new FBI building which covers construction of second basement level (Phase I) should be completed by June, 1970. GSA estimates construction to ground level (Phase IA) to be completed by February, 1971. GSA has requested \$69,800,000 in Fiscal Year 1971 budget to cover construction of superstructure (Phase II). Completion of Phase II estimated as late 1974 or early 1975. No safety defects in 11 of 22 vehicles inspected -- well maintained and fully utilized. Vehicle operating and repair costs reduced since last inspection. Two accidents -- employee not held responsible in one and other still pending adjudication. Economy and safe driving stressed.

Specific Division Operations - Excellent (Last Inspection - Excellent). Increased work load throughout Division with significant increases in computer operations, with computer applications and studies instituted in various phases of Bureau operations. These studies include automation of fingerprints, Bureau indices, identification records, and card index and are being coordinated with Identification Division and Files and Communications Division. Expanding National Crime Information Center (NCIC) operates 24 hours per day, 7 days per week. Number of NCIC users with terminals connected to NCIC increased from 104 to 122 since last inspection; daily transactions handled increased from 31,308 in February, 1969, to 52,604 in February, 1970. For same period, total data records on file increased from 777,174 to 1,667,985. Excellent results achieved through vigorous and effective applicant recruitment program.

1 - Mr. Callahan (Attention Mr. J. B. Adams) (Sent Separately)

1 - Personnel Files Nicholas P. Callahan and Eugene W. Walsh

Enclosure
WAS:bhg(6)

1970 57
CONTINUED - OVER

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

4354 clerical applicants (3328 for Seat of Government) (SOG) recruited for SOG and field in 1969 -- highest since 1951. As of 3/9/70 clerical strength at SOG above authorized strength by 21; under field authorization by 164. From 1/1/70 through 3/16/70, 1280 employees entered on duty at SOG as compared to 513 for similar period in 1969. Clerical quotas being closely followed. 1002 Special Agents recruited during 1969. Agent recruitment has produced qualified applicants to maintain authorized level throughout period. No substantive errors detected in files reviewed. For calendar year 1969 Division's tangible monetary savings totaled \$953,840.25 (up 82.8%) representing \$237,321.25 through employees' suggestions; \$183,098 in repair of typewriters and other electrical equipment by FBI employees; \$30,875 in excess property obtained at no cost to Bureau; \$77,546 through consolidating orders, thus taking advantage of quantity discounts; and \$425,000 through expanded use of computers by processing more than one program at a time. Work of Exhibits Section expanded with increased requests for assistance in trials, investigation and training aids -- 4 subjects positively identified through artists' conceptions.

Administrative Operations - Very Good (Last Inspection - Very Good). Division well organized with supervisory structure designed to have equitable distribution of work and responsibilities to provide necessary and diversified services to SOG and to the field. Analysis of individual sections and units indicates high performance at all levels. Proper attention afforded to records management through tight administrative controls and procedures. Division employees alert to streamlining and economy measures as evidenced by fact that in 1969 Administrative Division led all SOG divisions in number of suggestions (21.7%, 80 of 368 submitted) and in number adopted (25.9%, 52 of 201 adopted). Division stenographic production exceeded SOG average; retyped pages low. Mail flow satisfactory and weekly average of errors low. Audit of funds and payroll procedures revealed tight internal controls. Division concurred with Inspector's suggestions for use of form letter to handle inquiries involving Computerized Telephone Number File and to have an employee other than employee who prepared original entries to audit annual leave records.

Personnel Matters - Very Good (Last Inspection - Very Good). Authorized complement of Division increased to 36 Agents and 714 clerical employees (last inspection, 33 Agents and 692 clerical). Increase of Agents resulted from 3 Agents being assigned protective responsibilities of Attorney General and his family. One Agent on temporary assignment in connection with applicant recruitment program. Increase of clerical employees occasioned by additional work in Automatic Data Processing (ADP) Procedures Unit and Voucher Unit. Division requested 3 additional Agents for ADP and 10 additional programmer-analysts -- approved (handled separately). Three Agents on limited duty -- productive; retention justified. No Agents unavailable, overweight or on probation. Division's work-related injuries remained the same (16 in 1969 and 1968); Bureau-wide injuries up slightly (402 to 416). Safety emphasized. Employee training programs effective. Morale appears high.

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

Contacts - Excellent (Last Inspection - Excellent). Assistant Director and personnel at all levels under him have developed comprehensive program which provides excellent liaison with productive contacts in both the Legislative and Executive Branches of Government and in private industry. Liaison and contacts total 423 (395 last inspection) with 49 deleted. Division maintains vigorous and productive contact program at all levels.

RECOMMENDATIONS

1. Assistant Director Nicholas P. Callahan, GS-18 at \$33,495, not on probation, has excellent appearance and a warm, friendly personality. He is loyal, dedicated and conscientious. Mr. Callahan is a capable administrator and extremely knowledgeable concerning his Division's operations and is eminently qualified to continue in his present assignment. Attached for approval is letter summarizing inspection findings.

2. Inspector Eugene W. Walsh, Number One Man, GS-17 at \$31,874, not on probation, has an excellent appearance and forceful personality; extremely able and competent administrator and fully qualified to continue in present position. Attached letter to Mr. Callahan will inform him of inspection findings.

3. Recommendations concerning other personnel handled separately.

April 1, 1970

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

After reviewing the results of the recent inspection of the Administrative Division, I have approved the following ratings for your operations: Administrative Operations and Personnel Matters - Very Good; Physical Condition and Maintenance, Specific Division Operations and Contacts - Excellent.

Your space was determined to be effectively utilized, excellently maintained and secure. Follow closely with the General Services Administration to insure the space in the Identification Building is promptly expanded to accommodate the computer equipment. Your automotive fleet was found to be fully utilized and I was pleased to note the reductions in repair and operating costs. Continue to stress safe-driving habits to your employees.

I was favorably impressed by the Inspector's report that the principal phases of the responsibilities of your Division were operating efficiently and effectively. I recognize there are additional areas of our operations that lend themselves to automation; therefore, you must continue to assist other Divisions with their projects and new computer applications. I have approved three additional Agents and ten programmer-analysts to enable you to have sufficient trained personnel in this highly technical field.

I am encouraged by the commendable results that have been attained in applicant recruitment. Agent needs have been met and our clerical complement at the Seat of Government has reached the authorized strength. Continue to press the field for an even flow of qualified applicants to maintain this desirable situation.

2-10011-1 Mr. Callahan (Attention Mr. J. B. Adams) (With Enclosure)

10 1 - Inspection File for Administrative Division

1 - Personnel File for Nicholas P. Callahan.

WAS:bhg (6)

See Note Page Two.

DUPLICATE YELLOW

Mr. Nicholas P. Callahan

It was gratifying to note the participation by your personnel in the Suggestion Program and the substantial monetary savings recorded by the Administrative Division.

Your stenographic production was above and the number of retypes was below the Seat of Government averages. This is indicative of the industry and proficiency of these employees. Promptly implement the Inspector's suggestion to utilize the recommended form letter to handle replies pertaining to requests for computerized telephone number data as this should result in a considerable saving of Agent and stenographic time.

The slight increase in work-related injuries throughout the Bureau is a matter of concern and every precaution must be taken to reduce such accidents.

I note that you are continuing to afford close personal attention to your contact program. Continue to provide this emphasis which has resulted in the development of contacts who are in positions to furnish valuable services to the Bureau.

You and your Number One Man must carefully review the findings in the inspection report and work papers furnished to you. You should promptly advise of the corrective action taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W. M. Felt to Mr. Tolson captioned "Inspection - Administrative Division, Inspector William A. Sullivan, 3/10 - 23/70," dated April 1, 1970, WAS:bhg.

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Tolson

DATE: April 2, 1970

FROM : J. P. Mohr

SUBJECT: NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

JOSEPH J. CASPER
Assistant Director
Training Division

IVAN W. CONRAD
Assistant Director
Laboratory Division

WILLIAM S. TAVEL
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Callahan, Casper, Conrad and Tavel in which their services have been rated Outstanding for the period April 1, 1969, to March 31, 1970. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official.

RECOMMENDATION:

That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Callahan, Casper, Conrad and Tavel and that each be furnished the original of his rating.

MAILED 2

APR 2 1970

COMM-FBI

Enclosures

LDH:jab

(5)

1 - Personnel File of Joseph J. Casper

1 - Personnel File of Ivan W. Conrad

1 - Personnel File of William S. Tavel

REC-135

Seal

10 APR 3 1970

7 APR 8 1970

146

Tolson ☒
DeLoach ☒
Mohr ☒
Bishop ☒
Casper ☒
Callahan ☒
Conrad ☒
Felt ☒
Gale ☒
Rosen ☒
Sullivan ☒
Tavel ☒
Soyars ☒
Tele. Room ☒
Holmes ☒
Gandy ☒

b6

NICHOLAS P. CALLAHAN

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Walters	✓
Mr. Mohr	✓
Mr. Bishop	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. Felt	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Soyars	✓
Tele. Room	✓
Miss Holmes	✓
Miss Gandy	✓

April 3, 1970

Dear Boss:

I want to thank you very much
for the Outstanding Rating which you afforded
me on April 1, 1970.

To be a part of the FBI under
your leadership in these days of such unrest
in our country makes us all aware of the
responsibilities of the important work the
FBI does for its country. I sincerely hope
you will be blessed with the good health
and vigor to continue to render us your
outstanding guidance and leadership in the
years ahead.

Sincerely,

Nick Callahan

Nick Callahan

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

REC-141

17-43961-459	
Searched	Numbered
6 APR 6 1970	

EXP-PROC

APR 3 1970

3-1/2

April 27, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

Recently you were remiss in handling your responsibility concerning a voucher which was submitted to the Assistant Attorney General for Administration. As Assistant Director in charge of such matters, it was your duty to challenge any questionable material contained in this request for reimbursement prior to execution. Your failure to detect that certain data supplied by another Division needed clarification contributed to the resultant misunderstanding.

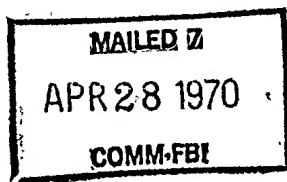
In carrying out future administrative functions of this nature, you will be expected to be more alert so that further criticism such as this will not be necessary.

Very truly yours,
REC-144

J. Edgar Hoover

John Edgar Hoover
Director

APR 30 1970



- 1 - Movement
1 - Administrative Division Personnel File

FW:gms
(5)

Based on memo Mohr to Mr. Tolson, 4-24-70, JPM:gt.

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

46

UNITED STATES GOVERNMENT

Memorandum

TO : MR. TOLSON

DATE: April 24, 1970

FROM : J. P. MOHR

SUBJECT: DEPARTMENTAL APPLICANT
INVESTIGATIONS (DAPLI)

Tolson ☒
DeLoach ☒
Walters ☒
Mohr ☒
Bishop ☒
Casper ☒
Callahan ☒
Conrad ☒
Felt ☒
Gale ☒
Rosen ☒
Sullivan ☒
Tavel ☒
Soyars ☒
Tele. Room ☒
Holmes ☒
Gandy ☒

Reference is made to the memorandum from Mr. DeLoach and me to you under date of 4/24/70 the third recommendation of which recommended that a separate memorandum be sent through containing recommendations for disciplinary action in connection with the above matter.

In the attached memorandum from Mr. Cleveland to Mr. Gale dated 4/24/70 with regard to that Division's responsibilities in connection with this matter it is indicated that Division should have made a determination on 2/17/70 as to whether they should or should not be counting the Pardon Attorney-type cases as Departmental Applicant Type cases. For their failure to do so Mr. Gale recommends censure for himself and Section Chief William V. Cleveland and Mr. DeLoach concurs in this recommendation.

The Administrative Division has not maintained statistics with regard to the handling of this type of case, i.e. DAPLI as this is done in the Special Investigative Division. This is the first year in which the issue of reimbursement for such matters in excess of the number estimated has been raised.

The Administrative Division prepared and forwarded to the Assistant Attorney General for Administration by memorandum of 4/15/70 a voucher covering reimbursement in the total amount of \$284,480 for 68 professional and 332 non-professional investigations. These 400 cases represented in this billing were in excess of the 3570 cases for which provision had previously been made in our budget request for the fiscal year 1970. The voucher was prepared on the basis of a listing of 400 cases furnished by the Special Investigative Division. Included in this listing were 28 investigations conducted for the Pardon Attorney under the caption "application for pardon after completion of sentence." The significance of the inclusion of these cases in the listing furnished was not readily apparent to those responsible for the preparation of the voucher, i.e. Special Agent Supervisor Daniel J. Green and Assistant Director N. P. Callahan and they did not challenge the inclusion of these cases in the listing.

Had Callahan and Green who were handling this matter questioned the inclusion of the 28 cases referred to from the Pardon Attorney before executing the voucher the misunderstanding which has occurred might have been avoided and it is regretted by them that the significance of these items was not recognized at the time but this in no way relieves them of their responsibility in this matter.

Encs.

JPM:gt (3) 7 MAY 20 1970 78

COPY SENT TO MR. TOLSON

Memo to Mr. Tolson
Re: Departmental Applicant Investigations

RECOMMENDATIONS

1. It is recommended that Assistant Director Gale and Section Chief William V. Cleveland be censured.

*Let of Caw
to Mr. Callahan
4-27-70
F.W. Green*

2. It is also recommended that Assistant Director Callahan and Special Agent Supervisor Daniel J. Green be censured.

*Let of Caw
to Mr. Callahan
4-27-70
F.W. Green*

*Let of Caw
to Mr. Callahan
4-27-70
F.W. Green*

3. In view of the overall responsibility in this matter of Mr. DeLoach and myself, I recommend we likewise be censured for not insuring that there was proper coordination.

*Let of Caw
to Mr. Callahan
4-27-70
F.W. Green*

*Let of Caw
to Mr. DeLoach
4-27-70
F.W. Green*

PM
✓
I certainly concur. When I send
through with "Important & Urgent"
slip any matter it should not
be delegated down the line
by DeLoach & Mohr. There is
too much "executiveitis" here.

H

June 30, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

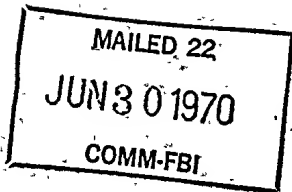
Recently an employee under your supervision displayed poor judgment in attending firearms training even though he had already submitted his request for retirement. This dereliction on his part could have been prevented if you had exercised tighter administrative control over this situation.

In the future, I will expect you to be more alert to your responsibilities in matters of this nature so there will be no repetition of an incident such as this.

Very truly yours,
J. Edgar Hoover

REC-136
John Edgar Hoover
Director

7 JUL 2 1970



- 1 - Movement
- 1 - Administrative Division Personnel File

FW:gms
(5)

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

Based on memo [] to Callahan, 6-29-70, OGA:wjb, with Addendum of Administrative Division, EWW:jlh.

JUL 8 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

b6

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: May 7, 1970

FROM : J. B. Adams *JBA*

SUBJECT:

BUAP - CLERK

Tolson	_____
DeLoach	_____
Walters	_____
Mohr	_____
Bishop	_____
Casper	_____
Callahan	_____
Conrad	_____
Felt	_____
Gale	_____
Rosen	_____
Sullivan	_____
Tavel	_____
Soyars	_____
Tele. Room	_____
Holmes	_____
Gandy	_____

In connection with the appointment of Mr. Tolson's office detected that the appointment brief did not set forth the spelling grade and by memorandum to me Mr. Tolson stated he expects an immediate improvement in the briefs submitted.

I sincerely regret this error occurring and will continue to exert every effort to avoid such mistakes. The applicant did make 100% on the spelling test which was set forth on the interview sheet; however, through oversight it was not also listed on the brief. I would like to explain, not in mitigation or as an excuse, that the employees of the Personnel Section are wholeheartedly working to handle the huge volume of work confronting them as accurately as humanly possible. As an indication of the volume, in the Applicant Unit alone we presently have 2144 clerical investigations pending and since 4/27/70, have sent through 567 Seat of Government appointments, 65 Field appointments and 41 eligible listings, for a total of 673. We have been confronted with the heaviest work load in memory and in order to handle it employees have willingly come in early, stayed late and, when necessary, worked on Saturday and Sunday which is, I think, indicative of their loyalty and dedication to their work.

Nonetheless, even when an error such as this is called to our attention we take the criticism seriously and strive for improvement.

ADDENDUM OF N. P. CALLAHAN: NPC:pmd 5-7-70

I too regret this error and shall try to prevent a recurrence in reviewing and approving these matters henceforth.

ADDENDUM BY MR. TOLSON

JBA:lks
(2)

A copy of this memorandum should be placed in the file of J. B. Adams and N. P. Callahan. A copy should also be placed in the file of H. N. Bassett who approved the appointment when it came through.

67-681134-4
10 MAY 8 1970

July 24, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

Information set forth in the recommendation of a memorandum dated July 20, 1970, was found to be inconsistent with information appearing in the accompanying abstract. This error could have been prevented had you reviewed this matter with greater care.

Hereafter, I will expect you to handle this aspect of your responsibilities in a more discerning manner so that errors of this type can be eliminated.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

Searched	Numbered
5 JUL 27 1970	

REC-140

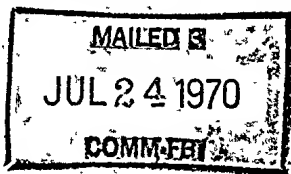
- 1 - Mr. Mohr (Personal Attention)
- 1 - Administrative Division Personnel File

HNB:mfs

(5)

Based on memo Adams to Callahan, 7-22-70, JJO:gms, and Addendum NPC:dw.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____



10 JUL 29 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

701 51 3 18 VN JO
REC-140
29

JOA
HNB
JAM
HNB

DI
OH

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

7-20

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT #3142
expires 6-30-71

RETURNED

D. C. OFFICIAL PARKING PERMIT #3409
expires 6-30-70

destroyed 8-3-70
Cry

FILE

31

Cry

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

(Typed name)

N. P. Callahan

10 AUG 12 1970

July 28, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

You approved a recent press release relating to FBI accomplishments for Fiscal Year 1970 which contained language susceptible of misinterpretation. It is apparent that more care on your part in this instance could have prevented this mistake.

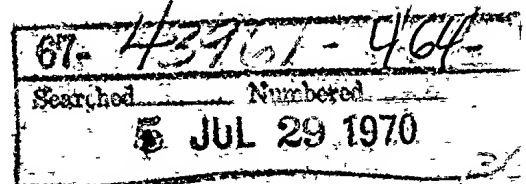
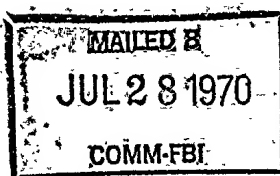
Consequently, you will be expected to handle your responsibilities with more alertness and care in the future so that it will not be necessary to bring a similar matter to your attention.

Very truly yours,

J. Edgar Hoover

REC-137

John Edgar Hoover
Director



- 1 - Movement
1 - Administrative Division Personnel File

SRB:gms
(5)

Based on memo Felt to Mr. Tolson, 7-24-70, WMF:wmj.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

TO : Mr. Callahan

DATE: 7-22-70

FROM : J. B. Adams

SUBJECT: [REDACTED]

EOD 1-14-70

Age 22; Single

GS-3; Fingerprint Clerk

Identification Division

Resignation Accepted with

Prejudice Effective 7-8-70

Nicholas P. Callahan

In my memorandum to you 7-20-70, prepared by Supervisor John J. O'Connell, Administrative Summary Unit, Personnel Section, it was recommended that [REDACTED]'s mother not be advised of the specific reasons for accepting the daughter's resignation with prejudice. A proposed letter was attached for approval. When these communications reached the Director's Office, the Director noted that the abstract attached to the memorandum recommended that [REDACTED] be advised of the admissions made by her daughter that she allowed a male to reside with her in her apartment for several weeks. This, of course, was contrary to the recommendation set forth in the memorandum as mentioned above.

This error occurred because when the memorandum was first prepared, it was recommended that [REDACTED] be advised of the conduct of her daughter, however, upon reviewing the circumstances involved, namely, that the daughter is now 22 years old and it also appeared that the mother may have opened the daughter's mail without her consent, it was felt that the mother should obtain the information from her daughter. Accordingly, the recommendation was changed, however, the abstract inadvertently was not retyped to show the change. Correct abstract now attached.

The responsibility for insuring that this material was accurate in all aspects was that of Supervisor John J. O'Connell who sincerely regrets this oversight on his part.

RECOMMENDATION:

That Supervisor John J. O'Connell be censured for his carelessness in this instance.

ADDENDUM: NPC:DW

There was certainly no excuse for this and in addition to the above, Messrs. Adams, Walsh and Callahan who also reviewed this matter should be censured.

JJO:gms

(2)

76 5

APR 1 1971

REC-145

67-43961-465

6 AUG 3 1970

✓

200/100

Yes

August 7, 1970

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am indeed pleased to commend, through you, the personnel of the Administrative Division who have contributed so generously to the Bureau's Blood Donor Program during the past fiscal year.

The wholehearted and enthusiastic response to this important program by our employees is most noteworthy and, as a result, the Bureau has exceeded its quota. I am gratified by the interest shown in this regard and I want to express my appreciation to all participants.

Sincerely yours,

J. Edgar Hoover
REC-135

67-43961-466

1 - Mr. Callahan (Personal Attention)

10 AUG 10 1970

1 - [redacted] (Sent Direct)

JAB:sma

(5)

Based on memo Adams-Callahan 7/29/70 re Blood Donor Program, American Red Cross, Bethesda Naval Hospital.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

5 AUG 13 1970

MAILED 9
AUG 7 1970
COMM-FBI

MAIL ROOM ☐ TELETYPE UNIT ☐

Wm XEROX
AUG 12 1970

more
copy from
file wgs

Jag
Jag

UNITED STATES GOVERNMENT

Memorandum

TO : MR. TOLSON

DATE: July 24, 1970

FROM : W. M. FELT

SUBJECT: PRESS RELEASE
FBI ACCOMPLISHMENTS
1970 FISCAL YEAR

Tolson _____
Sullivan _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

Pursuant to your instructions, I have identified supervisor who prepared and officials who approved the release containing unfortunate language subject to misinterpretation as political partisanship. This language which appears on page five of release was originally prepared by Supervisor Bernard A. Wells, Research Section, Domestic Intelligence Division (DID). It was submitted informally together with other suggestions from DID and was approved by Section Chief R. D. Cotter and Assistant Director C. D. Brennan before being sent to Crime Records Division.

Supervisor [redacted] in Crime Research Section coordinated material submitted by various Divisions and portion in question was taken with very little change from informal draft of DID. Changes were minor and did not affect the meaning.

Informal Draft of DID

"These groups plan to encourage the support of candidates opposed to Administration policies during the forthcoming elections and are insisting that schools close for a period this fall so that students will be free to participate in this activity."

Final Form

"These groups plan to encourage the support of political candidates opposed to Administration policies and will insist that schools be closed for a period so that students will be free to participate in this activity."

The press release in final form was submitted by memorandum Mr. Jones to Mr. Bishop dated 7/2/70 (attached) and was approved by Assistant Directors Bishop, Brennan, Callahan and Rosen -- Number One Men Donahoe, McAndrews, Walsh and Heim (Number One Man in Crime Research Section). Former Assistant to the Director DeLoach also approved the release, as did Mr. Tolson.

1 - Messrs. Sullivan, Mohr, Bishop, Callahan
Enclosures

WMF:wmj (6) 40 1970

CONTINUED - OVER

WM XEROX

AUG 18 1970

AUG 20 1970

Memo for Mr. Tolson.

Re: Press Release, FBI Accomplishments

OBSERVATIONS:

All persons involved regret the inclusion of unfortunate language susceptible of interpretation of political partisanship. It is an inexcusable error and all Officials and Supervisors identified in this memorandum share responsibility.

RECOMMENDATIONS:

(1) That the 13 Officials and Supervisors identified above (with the exception of DeLoach, who is retired) as preparing or approving the release be censured for the inclusion of unfortunate language in the release subject to misinterpretation as political partisanship.

DeLoach
H

7
Letters
Prep 7-28-70

(2) This matter will also be considered in connection with the Crime Records Division inspection summary.

OK.
H
V

7

mm

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Tolson

FROM : W. C. Sullivan

SUBJECT: CONCERNING FALL ACTIVITY
BEING PLANNED BY STUDENT
GROUPS AS REPORTED IN FISCAL
YEAR-END PRESS RELEASE

DATE: July 22, 1970

1 - Mr. Tolson
1 - Mr. Sullivan
1 - Mr. C.D. Brennan

Tolson
Sullivan
Mohr
Bishop
Casper
Callahan
Conrad
Felt
Gale
Rosen
Sullivan
Tavel
Trotter
Tele. Room
Holmes
Gandy

Reference memorandum 7-21-70 from Mr. M. A. Jones to Mr. Bishop captioned as above. There follows additional information concerning this matter which shows that student plans to engage in political activities this Fall has been widely reported in the news media.

"Life" magazine issue of 6-5-70 carried an article entitled "A Student Campaign to Get Peace Started." This article reported the founding in May, 1970, at Princeton University of a Movement for a New Congress; pointed out that the group already had chapters on more than 300 campuses; and noted that the Movement had requested colleges and universities to let students have two weeks off just before the November elections. The article reported that students connected with the group were working strenuously on behalf of Lew Kaden, who was campaigning on a strong antiwar platform in the Democratic primary for New Jersey's 15th District.

The 6-16-70 issue of "Look" magazine carried an article on student dissidence which reported that students from twenty-nine colleges and universities had joined with Princeton students to plan strategy for electing antiwar candidates to Congress this Fall. According to the article, the Movement for a New Congress would have its national headquarters at Princeton and set up at least eight regional centers on campuses throughout the country.

"Time" magazine 5-25-70 carried an article captioned "The New Student Crusade: Working in the System." This article reported on the Movement for a New Congress started at Princeton and identified four antiwar Congressional candidates chosen for support by the organization. The article noted that another group, the National Petition Committee, based at the University of Rochester, was seeking 20 million signatures on petitions against the Vietnam war in an effort to exert pressure on the existing Congress. Another student political-action group described was the so-called Continuing Presence in Washington which reportedly had established a research and information service

WRDC:1rs (4)

XEROX

AUG 13 1970

6 AUG 20 1970

67-43961-48

CONTINUED - OVER

8 AUG 13 1970

Memo Sullivan to Tolson
RE: CONCERNING FALL ACTIVITY
BEING PLANNED BY STUDENT
GROUPS AS REPORTED IN FISCAL
YEAR-END PRESS RELEASE

in the Nation's capital. The article reported on various other student and/or faculty efforts to organize political pressure on behalf of the antiwar drive. It noted that Princeton University had decided to recess classes for two weeks before the November elections so that students could work in congressional campaigns and that dozens of other colleges were devising similar arrangements.

A typical propaganda release issued by the National Strike Information Center, a recently organized student antiwar group, attacks the Nixon Administration as follows: "For the first time a major breach has been made in the repressive wall of Nixon's southern strategy. For the first time this sinister administration has been forced on the defensive.....The calculated attempt of this administration to destroy civil liberties in this country is so obvious that it hardly needs belaboring.....The real historical importance of the student strike to date has been the fact that it has begun to smash through Nixon's repressive strategy and has begun to reverse the ominous drift toward the totalitarization of American Society." This release also noted that among various activities being promoted by the group was electoral campaigns.

It is clear from the foregoing that the statement in our year-end press release is fully justified: namely that student committees have been formed to plan activity for the coming Fall; that they will encourage support of candidates who are opposed to the war in Southeast Asia and to the Nixon Administration policies; and that they are demanding that schools be closed so that students will be free to take part in this activity.

ACTION:

For information.

2/22
2/22
2/22

SEE ADDENDUM - - NEXT PAGE

JS

↓ ↓

Memo Sullivan to Tolson
RE: CONCERNING FALL ACTIVITY
BEING PLANNED BY STUDENT
GROUPS, AS REPORTED IN FISCAL
YEAR-END PRESS RELEASE

ADDENDUM (7/22/70), WCS/csh:

While this memorandum is factually correct, and while the facts to sustain the statement in the press release are accurate, nevertheless it is believed we could have conveyed the same message without reference to the administration and thus avoid any unjust implication of partisanship.

We know that all members of the New Left will scrutinize any statement made by the Director to see if they can distort, turn, or twist it to serve their own nefarious purposes. All divisions preparing this kind of material are being instructed to scrutinize with extreme care the precise wording of any proposed public statements of the Director in the future, in order to reduce to a minimum these irrational and invalid criticisms.

W. J. SULLIVAN

We made an error here

7/22

*We certainly did. It
was unfortunate
wording.*

August 21, 1970

Dear Callahan:

I want you to know how very much Mr. Tolson and I appreciated your assistance last night on our return from California. It was very kind of you and you may be sure we are always grateful for your helpfulness in connection with our trips.

With kind regards,

Sincerely,

J.E. H.

REC-141

43967-469

AUG 21 1970

SENT FROM D. O.	
TIME	2:31 PM
DATE	8/21/70
BY	P.R.D.

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

CT:LCB

~~19 AUG 24 1970~~

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Soyars _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

7 AUG 26 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

November 16, 1970

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

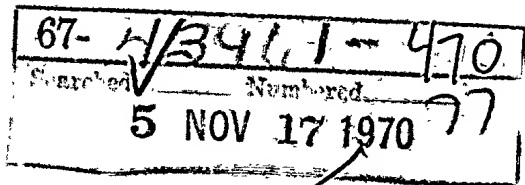
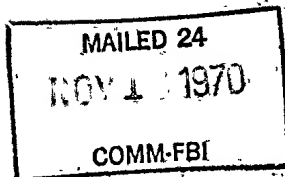
[redacted] was recently assigned as driver of my car without having been afforded a current physical examination. As Assistant Director in charge of such matters, it was incumbent upon you prior to recommending his selection for this assignment to insure that he was afforded such examination.

I will expect you to carry out future administrative responsibilities in a more alert and thorough manner so that there will be no recurrence of a dereliction of this nature.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director
REC-148



1 - Administrative Division Personnel File

FW:jb
(4)

Based on memo Mr. Callahan to Mr. Mohr, 11-13-70, NPC:pmd.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

NOV 19 1970

MAIL ROOM ☐ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

TO : MR. MOHR

DATE: 11-13-70

FROM : N. P. CALLAHAN

SUBJECT:
ARMORED CAR DRIVER

Supp
Tolson ☒
Sullivan ☒
Bishop ☒
Brennan, C.D. ☒
Callahan ☒
Casper ☐
Conrad ☐
Felt ☐
Gale ☐
Rosen ☐
Tavel ☐
Walters ☐
Soyars ☐
Tele. Room ☐
Holmes ☐
Gandy ☐

The Director in connection with the captioned driver has inquired "I want to know why was assigned to my car without having been given a physical examination. When did he have his last physical? See that he is given one immediately."

Neither the writer nor Mr. Dunphy have any valid explanation as to why no physical examination was given to prior to his being assigned as driver of the armored car. It is pointed out, however, that a review of file prior to recommending his selection for this assignment determined that the last Government physical examination afforded him on 12-15-66 reflected no physical defects that would preclude him from this assignment.

nearby it was have passed!
 has been scheduled for a complete physical examination at Walter Reed Hospital on Friday, November 20, 1970.

The above is submitted for information.

*Dunphy, Callahan and Mohr
should be censured.*

*John P. Dunphy
Nicholas P. Callahan
John P. Mohr*

NPC:pmd
(3)

1 - Miss Holmes

DEC 8 1970

DEC 2 1970

COPY MADE FOR MR. TOLSON

REC-144

67-43961-471

RECORDED

DEC 2 1970

REC-132

67-573483-73

NOV 24 1970

DEC 1 1970

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

TO : MR. CALLAHAN

DATE: January 11, 1971

FROM : J. B. ADAMS *JBA*

SUBJECT: ASSISTANT DIRECTOR N. P. CALLAHAN

Mr. Callahan called today to advise that the doctor has finally succeeded in reducing his temperature to normal; however, he insists that Mr. Callahan not return to work until Thursday in order to complete the prescribed routine of medicine to insure that he has rid himself of all infection thus assuring no relapse occurs.

Mr. Callahan has been off since January 5, 1971, with a severe viral infection which started in his chest and spread through the body also resulting in a kidney infection. Director's personal note was sent 1-7-71 as were flowers from the Director and his associates. A fruit basket from the Administrative Division was also sent.

ACTION:

None. Information only.

JBA *WJL* *JBA*

JBA:jlk
(3)
1 - Mr. Clark

REC-131

67-43961-472
13 JAN 13 1971

61
1 JAN 19 1971

WJL

January 7, 1971

Mr. Nicholas P. Callahan
5611 Chesterbrook Road
Washington, D. C. 20016

Dear Callahan:

I am sorry to learn of your illness, and
trust that you are feeling better now.

Let me urge you to observe whatever
instructions your doctor has ordered. You have my
very best wishes for an early and complete recovery.

Sincerely,

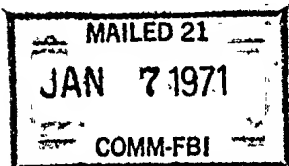
J. Edgar Hoover

DLH
(3)

Address obtained from Information.

He is suffering from a viral chest infection and will be at home in bed for
several days. Flowers are being sent from "J. Edgar Hoover and
Associates" and a basket of fruit from "Administrative Division and
Mr. Mohr's office."

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____



NOT RECORDED

JAN 8 1971

MAIL ROOM ☐ TELETYPE UNIT ☐

December 31, 1970

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I want to commend you and through you your associates in the Administrative Division responsible for achieving such an outstanding record of accomplishments during Calendar Year 1970. I have noted with interest the splendid manner in which the various responsibilities have been dis-charged, and I am particularly pleased that in spite of substan-tial increases in work there has been meticulous attention to economy and as a result of employees' suggestions and super-visory attention noteworthy savings have been effected.

I want you to express my personal appreciation to the personnel of your division for their hard work, loyalty, and dedication which made these fine results possible.

Sincerely yours,

J. Edgar Hoover

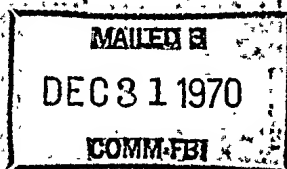
1 - [redacted] (sent direct) **REC-144**
1 - Administrative Division Personnel File

67-43961-473
Classified
8 JAN 18 1971 93

b6

JPM:gms
(5)

Based on memo Callahan to Mohr, 12-30-70, NPC:gms.



JAN 20 1971

MAIL ROOM ☐ TELETYPE UNIT ☐

66 XEROX
JAN 20 1971

Tolson
Sullivan
Mohr
Bishop
Casper
Callahan
Conrad
Felt
Gale
Rosen
Tavel
Walters
Tele. Room
Holmes
Gandy

5515

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 12/30/70I certify that I have ☒ received ☐ returned the following Government property for official use:

U. S. D. J. GARAGE PARKING PERMIT (DECAL) SPACE #82

RETURNED

U. S. D. J. GARAGE PARKING PERMIT #82 det.

FILE

8/1/71

Very truly yours,

(Signature)

(Typed name)

N.P. Callahan

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RECORDED
139 FEB 10 1971

March 4, 1971

Dear Callahan:

My sincerest congratulations to you on this, your Thirty-sixth Anniversary in the FBI. You can well take pride in your years of service, and I hope you will celebrate many more anniversaries with the Bureau.

Sincerely,

J.E.H.

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Anniversary 3/4 - Thursday

REC-134

JEH:edm (3)

edm

5 MAR 9 1971

76

MAIL ROOM ☐ TELETYPE UNIT ☐

67-43961-4714

10 MAR 4 1971

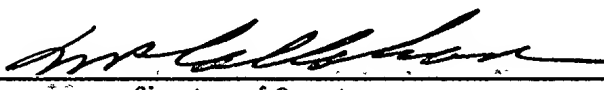
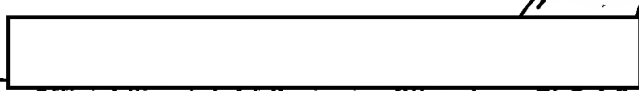
Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

SENT FROM D. O.
TIME 8:20 AM
DATE 3-4-71
BY LCB

TO: Director, FBI

FROM:

CERTIFICATION

TO BE FILLED IN BY OPERATOR	Name of Operator (Print - Last, First, Middle Initial) CALLAHAN, NICHOLAS P.		Date 2/26/71
	Division and Section Assigned Front Office, Administrative Division		Assistant Director <input type="checkbox"/> Agent <input type="checkbox"/> Clerk
	This is to certify that I presently hold a valid motor vehicle operator's permit or driver's license as follows:		
	Permit Issued By: (State, Territory Possession, District) Maryland	Permit Number C-450-630-680-983-R	Permit Expires 12/71
	This is an <input checked="" type="checkbox"/> unrestricted <input type="checkbox"/> restricted permit. (If restricted, explain below)		
TO BE FILLED IN BY REVIEWING OFFICIAL	<input type="checkbox"/> Glasses <input type="checkbox"/> Contact lenses are required for driving <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	This further certifies that during the past three years I have driven a motor vehicle (government or personally owned) approximately 45,000 miles. During this time (a) I <input type="checkbox"/> have <input checked="" type="checkbox"/> have not received a traffic violation ticket; (b) I <input type="checkbox"/> have <input checked="" type="checkbox"/> have not been held at fault* as the driver of a motor vehicle involved in a traffic accident. (If affirmative answer, explain below, giving number and dates of offenses.) I further understand that when operating a Government vehicle I must assume responsibility for payment of any damage to same should I be found at fault.* I also understand the Government does not provide insurance coverage for damage to its vehicles.		
	* "At fault" means any case in which responsibility is conceded by employee or his insurance company or liability is fixed by duly constituted authority or administratively by the Bureau.		 Signature of Operator
	The personnel file of this employee has been reviewed and indicates the following information concerning the operation of a motor vehicle during the past three years:		
	<input checked="" type="checkbox"/> Continuous safe driving record <input type="checkbox"/> Involved in traffic accident and found at fault**		
I certify that this employee is:			
<input checked="" type="checkbox"/> Qualified on the basis of his safe driving record to operate motor vehicles on official business <input type="checkbox"/> Not qualified and must demonstrate his qualifications by satisfactorily passing a road test examination before operating a motor vehicle on official business			
Remarks:			
<input type="checkbox"/> Issue <input type="checkbox"/> Renew Operator's Identification Card - SF-46			
<div style="border: 1px solid black; padding: 5px; display: inline-block;">67-NOT RECORDED 1 MAR 25 1971</div>			
** "At fault" means any case in which the Bureau has taken disciplinary administrative action against the employee.			
(Over for Operator's Road Test Score Sheet)			
Official Signature of Reviewing Official 		Title SA Date 3/5/71	

RESULTS OF ROAD TEST

Vehicle Used in Test				Local of Test	
Make	Body Type	Year	City	State	
Transmission <input type="checkbox"/> Automatic <input type="checkbox"/> Manual		Date	Time	Examiner's Signature	
Instructions to Examiner Place check mark (✓) in space beside each error committed. If same error is repeated, add a check mark for each repetition. Multiply point value of each error (shown in box at left of each error listing) by number of check marks, placing total points for each category in box at lower right of each block. To obtain final score, total number of points scored in all categories.				TEST SCORE <div style="border: 1px solid black; width: 100px; height: 30px; margin: 5px auto;"></div>	Total Error Points Pass <input type="checkbox"/> Fail <input type="checkbox"/>
PASSING GRADE: Total Score of 25 Points or Less FAILING GRADE: Total Score of 26 Points or More Note Results in Box at Right of Instruction Block					
Check List					
1. Checking Vehicle Fails to: <input type="checkbox"/> 1 — Adjust Rear-view Mirror <input type="checkbox"/> 1 — Adjust Seat Properly <input type="checkbox"/> 1 — Check Effectiveness of Hand & Foot Brake <input type="checkbox"/> 1 — Check Windshield Wipers <input type="checkbox"/> 1 — Check Horn and All Lights <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			2. Leaving Curb Fails to: <input type="checkbox"/> 2 — Look Back to Check Traffic <input type="checkbox"/> 2 — Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> 2 — Wait for Approaching Traffic <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
3. Turning Fails to: <input type="checkbox"/> 2 — Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> 2 — Turn Carefully From Proper Lane <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			4. Backing Fails to: <input type="checkbox"/> 1 — Observe Surrounding Conditions <input type="checkbox"/> 1 — Back Slowly and Smoothly and Avoid Excessive Curb Contact <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
5. Controls Fails to: <input type="checkbox"/> 1 — Handle Vehicle Smoothly <input type="checkbox"/> 2 — Keep Both Hands on Wheel <input type="checkbox"/> 2 — Smoothly Engage Shifting Mechanism <input type="checkbox"/> 2 — Use Brakes Properly <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			6. Speed <input type="checkbox"/> 2 — Exceeds Limit <input type="checkbox"/> 2 — Too Slow for Traffic Conditions <input type="checkbox"/> 2 — Too Fast for Traffic Conditions <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
7. Position on Roadway <input type="checkbox"/> 2 — Follows too Closely <input type="checkbox"/> 2 — Fails to Hold Proper Lane <input type="checkbox"/> 1 — Straddles Lane Markings <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			8. Overtaking - Passing <input type="checkbox"/> 2 — Misjudges Speed of Oncoming Traffic <input type="checkbox"/> 2 — Passes in Intersection, on Hill, Curve, etc. <input type="checkbox"/> 2 — Cuts in too Soon <input type="checkbox"/> 2 — Fails to Signal (Hand, Light, Horn) When Conditions Warrant <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
9. Parking Fails to: <input type="checkbox"/> 1 — Avoid Violent Bumping of Other Cars or Excessive Scraping of Curb <input type="checkbox"/> 1 — Set Hand Brake <input type="checkbox"/> 1 — Cramp Wheels Where Necessary <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			10. Railroad and School Zones Fails to: <input type="checkbox"/> 2 — Obey Signals and Caution Warnings <input type="checkbox"/> 2 — Be Alert for Unusual Conditions <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
11. Attention Fails to: <input type="checkbox"/> 2 — Anticipate Hazardous Traffic Conditions (Including Pedestrians) <input type="checkbox"/> 2 — Keep Full Attention on Operation of Car <input type="checkbox"/> 1 — Limit Talking to Minimum <input type="checkbox"/> 2 — Observe Posted Signs or Signals <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>			12. General <input type="checkbox"/> 3 — Nervous and Hesitant While Operating at Maximum Speeds Allowed on Open Highway <input type="checkbox"/> 3 — Lack of Caution <input type="checkbox"/> 3 — Timidity or Lack of Assurance Under Normal Driving Conditions <div style="text-align: right; border: 1px solid black; width: 50px; float: right;"># of Points</div>		
Remarks:					

UNITED STATES GOVERNMENT

Memorandum

TO : The Director

DATE: 1/13/71

FROM : N. P. Callahan *nm*

SUBJECT: LOCATION OF OFFICIALS

Tolson ✓
Sullivan ✓
Mohr ✓
Bishop ✓
Brennan, C.D. ✓
Callahan ✓
Casper ✓
Conrad ✓
Felt ✓
Gale ✓
Rosen ✓
Tavel ✓
Walters ✓
Soyars ✓
Tele. Room ✓
Holmes ✓
Gandy ✓

Assistant Directors

Felt, W. M.
X Callahan, N. P.
Walters, L. M.

Bishop, T. E.

Washington (From New York)
Sick leave (At home)
Sonesta Hotel (NCIC Working Group Meeting)
Sonesta Hotel (NCIC Working Group Meeting - 10:30-4:30)

Number One Men

X Walsh, E. W. (Callahan)
Miller, E. S. (Felt)

Annual leave (San Juan)
Domestic Intelligence Division (Inspection)

Inspectors

Campbell, W. G.
Leavitt, T. W.

Baker, J. V.

Dalbey, D. J.

Daunt, J. J.

Suttler, B. M.

Norfolk (Inspection)
San Juan (Inspection)
Domestic Intelligence Division (Inspection)
Domestic Intelligence Division (Inspection)
Sonesta Hotel (NCIC Working Group Meeting)
Sonesta Hotel (NCIC Working Group Meeting)
Quantico-9:00-12:00-(Decture)

Inspection Division Staff

Thompson, F. D.

REC 135

Domestic Intelligence Division (Inspection)

- 1 - Mr. Tolson
- 1 - Mr. Mohr
- 1 - Mr. Sullivan
- 1 - Mr. Bishop
- 1 - Mr. Soyars
- 1 - Mr. Callahan
- 1 - Miss Holmes
- 1 - Mr. Davidson
- 1 - Mr. Walsh
- 1 - Mr. Clark

6-B XEROX
FEB 4 1971

PER. REC. UNIT

7 FEB 10 1971

Note both Callahan & his No. 1 man have been away at the same time. Realize Callahan is sick but Walsh should have been recalled from annual leave

NICHOLAS P. CALLAHAN

March 4, 1971

Dear Boss:

It was most generous of you with all of the many burdens you are encountering these days to take your time to pen me the note on my Thirty-sixth Anniversary in the FBI today.

I do take pride in these years of service and hope that I have been able to contribute some assistance to you over this span of years and I am hopeful that I shall be able to celebrate other anniversaries under your Directorship of the FBI.

I deeply resent the attacks being made on you but have no doubt that having weathered others you will weather these and come through in flying colors.

May the good Lord bless you with continued good health and vigor so that you may continue to direct this great organization.

Sincerely,

Nick Callahan

Nick Callahan

Honorable J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

5 MAR 10 1971

Mr. Tolson	✓
Mr. Sullivan	✓
Mr. Mohr	✓
Mr. Bishop	✓
Mr. Brennan	CD
Mr. Callahan	
Mr. Casper	
Mr. Conrad	
Mr. Dalbey	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Tavel	
Mr. Walters	
Mr. Soyars	
Tele. Room	
Miss Holmes	
Miss Gandy	

REC-137
67-43961-475
Searched
1971

[Handwritten signature]

[Handwritten mark]

UNITED STATES GOVERNMENT

Memorandum

Tolson *[initials]*
Sullivan *[initials]*
Mohr *[initials]*
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

TO : Mr. Tolson

DATE: 4/5/71

FROM : Mr. Mohr *[circle]*

SUBJECT: NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division
OUTSTANDING ANNUAL PERFORMANCE RATING

In the event the Director desires to approve, there is attached the annual performance rating in duplicate covering Mr. Callahan's services from April 1, 1970, to March 31, 1971, in which he is rated Outstanding. I have signed this rating as the Rating Official.

In the event you approve this rating, I respectfully request that you sign both the original and the copy as the Reviewing Official and that the Director sign both the original and the copy as the Approving Official. Additionally, in the event you approve, there is attached a letter advising Mr. Callahan of this action together with the Director's approval of a \$500 cash award.

RECOMMENDATION:

After you have signed the attached Outstanding rating as Reviewing Official, if the Director desires to approve it, the original and copy should be signed by him as Approving Official. Additionally, in the event the Director approves, attached letter to Mr. Callahan advises of approval of the Outstanding rating together with approval of a \$500 award.

ADDENDUM:

[Stamp: MAILED 2 APR 7 1971 FBI]
[Stamp: HANDLED SEPARATELY REG-144 ENCLOSURE]
[Stamp: 67-43961-476 Searched APR 8 1971]
Censured 4/27/70 for his responsibility in failing to challenge questionable material contained in request for reimbursement submitted to Department. Censured 6/30/70 as subordinate had attended firearms training after submitting request for retirement. Censured 7/24/70 as information in a memorandum prepared by a subordinate was inconsistent with that on the accompanying abstract. Censured 7/28/70 for having approved press release concerning fiscal year accomplishments which contained language susceptible of misinterpretation. Censured 11/16/70 for his responsibility in failing to insure the driver of the Director's car was afforded a current physical examination prior to assignment. 1970 Rating: Outstanding.

Enclosures
LDH:ndl
(2) *[initials]*

[Handwritten: 3-jah]
[Handwritten: ✓ mme eul]
[Handwritten: JPM nm]

NICHOLAS P. CALLAHAN

April 5, 1971

Nicholas P. Callahan

Dear Boss:

The articles appearing in the Washington Post, Newsweek and Life magazines today I feel will do you more good than the jackals that wrote them thought.

Mr. Tolson	_____
Mr. Sullivan	_____
Mr. Mohr	_____
Mr. Bishop	_____
Mr. Brennan	CD _____
Mr. Callahan	_____
Mr. Casper	_____
Mr. Conrad	_____
Mr. Dalbey	_____
Mr. Felt	_____
Mr. Gale	_____
Mr. Rosen	_____
Mr. Tavel	_____
Mr. Walters	_____
Mr. Soyars	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

The vast majority of the citizens of this country are basically good and right-thinking individuals who can't help but see through the unobjectivity of the attack being waged against you. Knowing you as I have for many years as a dedicated and sensitive individual I am sure there are times when you wonder whether it has all been worth it but by the same token, knowing you recognize those who are attacking you, you must not let the carpings of their ilk interfere with your continued leadership and guidance for this great organization which your selflessness and sacrifices have made possible.

Sincerely,

Nick Callahan

Nick Callahan

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

REC-145

37-43961-477

Searched _____

7 APR 13 1971

*ack
4/6/71
J.E.H.*

THREE

APR 5 1971

EXP. PROC.

✓
April 5, 1971

PERSONAL

0
Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

I am taking this opportunity to advise that your services for the period from April 1, 1970, to March 31, 1971, have merited an Outstanding performance rating. You may retain the enclosed copy of this rating.

It is my pleasure also to inform you that in recognition of your exceptional performance I have approved an incentive award for you. A check representing an award of \$500.00 will be forwarded to you at a later date. I want you to know of my appreciation for your exemplary assistance in the discharge of our heavy responsibilities.

Sincerely,

J. Edgar Hoover

Enclosure

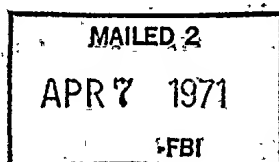
1 - Payroll Distribution (Sent Direct)

1 - [] (Sent Direct)

JAB:jmp (5) Award #1471-71
Based on memo Mohr-Tolson dated 4/5/71.

Salutation per file.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____



APR 12 1971
MAIL ROOM ☐ TELETYPE UNIT ☐

b6

Handwritten signatures and initials: "JAB", "Mohr", "KSH".

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: ADMINISTRATIVE
(Division) (Section, Unit)

Official Position Title and Grade: ASSISTANT DIRECTOR

Rating Period: from APRIL 1, 1970 to MARCH 31, 1971

ADJECTIVE RATING: OUTSTANDING Employee's Initials
Outstanding, Excellent, Satisfactory, Unsatisfactory

Rated by: [Signature] Assistant to the Director 4/1/71
Signature Title Date

Reviewed by: Clyde A. Tolson Associate Director 4/1/71
Signature Title Date

Rating Approved by: [Signature] Director 4/1/71
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REG-146

67-43961-478
9 APR 19 1971 72

THREE

9 APR 23 1971 37

**NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION**

From April 1, 1970, through March 31, 1971, Mr. Callahan fulfilled his very important obligations in such an exemplary way that he has certainly earned this Outstanding rating.

He has the overall supervisory responsibility as regards the administration and executive direction of the FBI's budgetary and fiscal matters as well as personnel management, property procurement and management, voucher and statistical matters, printing and duplicating as well as graphic and visual presentations.

Mr. Callahan has become, during his long and distinguished career, exceptionally knowledgeable as to Bureau rules and regulations and he is able to skillfully implement these inasmuch as he is a most intelligent and perceptive individual. Enjoying superb good health and possessing remarkable stamina, he is able to work under great pressure without losing his composure or effectiveness. His dedication to the ideals and purposes of the Bureau and his inspiring leadership have earned the respect and admiration of one and all.

Mr. Callahan is a particularly impressive representative of the FBI, having a warm and friendly personality and making a substantial personal appearance.

REC-145

April 6, 1971

Dear Callahan:

Many thanks for your letter yesterday commenting as you did. It meant a great deal to me to have you express your continuing support, and this support, plus that of all our other friends, has been one factor in sustaining the Bureau and helping it grow throughout the years. It is difficult sometimes to not be affected by criticism, but one must always consider the source and strive to continue doing the job as we all know it must be done, and thereby strengthen our operations.

Your thoughtfulness in writing as you did is deeply appreciated.

Sincerely,

J. E. H.

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

SENT FROM D. O.	
TIME	2:59
DATE	4/6/71
BY	PSD

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Gasper _____
Conrad _____
Dalbey _____
Felt _____
Roe _____

10 APR 19 1971

MAIL ROOM ☐ TELETYPE UNIT ☐

D
NICHOLAS P. *C*ALLAHAN *U*

Mr. Tolson	✓
Mr. Sullivan	
Mr. Mohr	
Mr. Bishop	
Mr. Brennan	CD
Mr. Callahan	
Mr. Casper	
Mr. Conrad	
Mr. Dalbey	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Tavel	
Mr. Walters	
Mr. Soyars	
Tele. Room	
Miss Holmes	
Miss Gandy	

April 19, 1971

Dear Boss:

I want you to know how deeply grateful I am for your letter of April 5, 1971, advising me of my Outstanding performance rating and the cash award which accompanied it.

I wish to reassure you of my continued loyalty during these trying times which are entirely uncalled for and unjust, and I shall continue to try to perform in a manner that will justify this generous action on your part.

Sincerely,

Nick Callahan

Nick Callahan

REC-143

67-43961-479
Searched
10 AP 26 1971

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

5 MAY 3 1971 *JS*

T. J. E.

UNITED STATES GOVERNMENT

Memorandum

TO : MR. CALLAHAN

DATE: June 4, 1971

FROM : H. N. BASSETT

SUBJECT:

BUAP - SPECIAL AGENT

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C. D. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____ b6

Mr. Beaver

You have instructed that an explanation be submitted as to why the brief of investigation concerning captioned applicant was not on the Director's desk by 9:00 a.m., 6-4-71.

The completed investigation was thoroughly reviewed during the evening of 6-3-71 and upon instructions a stenographer reported for duty at 7:55 a.m., 6-4-71, in order to take the necessary dictation. The memorandum was thereafter dictated, appointment letter prepared, and an appropriate letter to Congressman Emanuel Celler was also prepared.

Normally, these precautions would have assured completion by 9:00 a.m.; however, as noted in the memorandum that was sent through it was extensive in order to set out completely all of the pertinent information. It is regretted that this situation has occurred, and you may be sure that there will be no recurrence.

X Burns, S. R.
X Bassett, H. N.

HNB:mfs
(2)

REC-138

67-43961-480
Searched
6 JUN 10 1971

ADDENDUM BY N. P. CALLAHAN 6/4/71 NPC:gt

There is no excuse why this was not on the Director's desk when he arrived at the office this morning and accordingly it is recommended that the writer, Personnel Officer Bassett and Supervisor S. R. Burns be censured.

Callahan

1 JUN 16 1971
29 Letters prepared 6/7/71

700 H 10 31 PM 11
SEC. 10-111444
HALL JACOBSON
SEC. 10-111444

3
HNB

DO-6

OFFICE OF DIRECTOR
FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

June 4, 1971

MR. TOLSON _____
MR. SULLIVAN _____
MR. MOHR _____
MR. BISHOP _____
MR. BRENNAN, C.D. _____
MR. CALLAHAN _____
MR. CASPER _____
MR. CONRAD _____
MR. DALBEY _____
MR. FELT _____
MR. GALE _____
MR. ROSEN _____
MR. TAVEL _____ b6
MR. WALTERS _____
MR. SOYARS _____
MR. JONES _____
TELE. ROOM _____
MISS HOLMES *feh*
MRS. METCALF _____
MISS GANDY *HWZ*

9:50 am

I have told Mr. Callahan it is necessary for me to give Mr. Hoover a memorandum explaining why the summary re [redacted] was not in his hands when he came in this morning. It was to be on his desk at 9:00 am, and that I do not know how to explain this.

He said he will submit a memo.

hwg

cc - Miss Holmes

Hoover rep "right"
HWZ

April 21, 1971

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

After reviewing the results of the recent inspection of the Administrative Division, I have approved the following ratings for your operations: Personnel Matters - Very Good; Physical Condition and Maintenance, Specific Division Operations, Administrative Operations, and Contacts - Excellent.

Your space was found to be secure, excellently maintained and effectively utilized. The matter of additional space needed in the Identification Building for the Voucher - Statistical Section should be closely followed. I am pleased that no safety defects were detected in automobiles inspected and that repair costs per vehicle were down. The slight increase in operating costs of your automotive fleet should be carefully watched to insure maximum economy. Safe-driving habits should be continually stressed.

It was gratifying to note from the Inspector's report that the principal functions of your Division are being carried out effectively. Existing computer applications and new programs under consideration should receive your close personal attention. I have approved the assignment of four additional Special Agents to assist you in this most important area of our responsibilities.

The outstanding results achieved in your applicant recruitment programs are most encouraging to me and are clearly indicative of the imaginative planning and close supervision that have been afforded these programs. Continue to give recruitment your close attention so that the personnel needs of the Bureau can be met. The

1 - Mr. Callahan (Attention Mr. J. B. Adams) (With Enclosure)

1 - Inspection File Administrative Division

1 - Personnel File Nicholas P. Callahan

RRF:bhg (6)

See Note page 2.

DUPLICATE YELLOW

1 APR 22 1971

Mr. Nicholas P. Callahan

tangible monetary savings you have achieved during Calendar Year 1970 and the contributions of your personnel to the Suggestion Program are most impressive.

Your stenographic staff should be encouraged to bring its level of production up to meet or exceed Seat of Government averages. The general overall efficiency of your administrative operations is impressive. The suggestions made by the Inspector should improve security and further enhance the efficiency of your operations. You should closely follow to insure prompt implementation.

The reduction of work-related injuries to an absolute minimum must be your goal. I will expect substantial improvement.

I am pleased to learn of your increase in the number of contacts representing a wide cross section of Government agencies and private industry. It is apparent you are affording this program careful attention.

You and your Number One Man must carefully review the findings in the inspection report and work papers furnished to you. You should promptly advise of the corrective action taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo W M. Felt to Mr. Tolson captioned "Inspection - Administrative Division, Inspector Robert Russ Franck, 3/24/71 - 4/6/71, " dated April 19, 1971, RRF:bhg.

MR. TOLSON

April 19, 1971

W. M. FELT

INSPECTION - ADMINISTRATIVE DIVISION
INSPECTOR ROBERT RUSS FRANCK
3/24/71 - 4/6/71

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge since 12/30/59; Eugene W. Walsh, Number One Man since 2/13/61. Last inspection: 3/10-23/70.

Physical Condition and Maintenance - Excellent (Last Inspection - Excellent). Division occupies space in 4 separate locations: Justice Building, Identification Building, Old Post Office and General Accounting Office. Space secure, effectively utilized and excellently maintained. Voucher - Statistical Section negotiating for additional space in the Identification Building for much needed expansion. Present system for disposal of confidential trash -- using District of Columbia incinerator -- is secure and adequate. Current construction contract for new FBI building, which covers construction to ground level (Phase I-A), to be completed by June, 1971. General Services Administration (GSA) has acquired \$69,800,000 to cover construction of superstructure (Phase II). Specifications have been sent to potential contractors, and bids scheduled to be opened 5/3/71. Completion of Phase II estimated as 1974. No safety defects in 12 of 19 vehicles inspected -- well maintained and fully utilized. Vehicle operating costs up slightly since last inspection, repair costs per vehicle down slightly. Three accidents since last inspection -- no employees held responsible. Economy and safe driving stressed.

Specific Division Operations - Excellent (Last Inspection - Excellent). Division continues to experience increased work loads with significant increases in applicant programs; computer operations; and document, payroll and personnel processing. New computer applications instituted. Continuing studies include automation of fingerprints and Bureau indices which are coordinated with Identification and Files and Communications Divisions. Expanding National Crime Information Center (NCIC) operates 24 hours a day, 7 days a week and users increased from 122 to 150 since last inspection. Daily transactions increased from 52,604 in February, 1970, to 61,586 in February, 1971. During same period active records on file increased from 1,667,985 to 2,458,874. Outstanding results achieved through imaginative planning and effective supervision of the applicant recruiting programs. 5,525 clerical personnel entered on duty at Seat of Government (SOG) and field, representing the most successful recruiting year in the Bureau's history. Addition of the 1,000 Special Agents

Enclosure

- 1 - Mr. Callahan (Attention Mr. J. B. Adams) (Sent Separately)
- 1 - Personnel Files Nicholas P. Callahan and Eugene W. Walsh

RRF:bhg (6)

CONTINUED - OVER

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

accomplished and last 100 of this group to enter on duty during June, 1971. Director approved delay to permit absorbing health benefit costs. As of 4/15/71 over 900 Special Agent applicants under consideration and in various stages of processing, which will not only cover normal turnover but should cover increases in authorized Agent complement for Fiscal Year 1972. Clerical quotas closely followed. Clerical turnover continues to be a problem. SOG separations in 1970 slightly exceed number in 1969; however, percentage of turnover for SOG clerical employees has decreased. This is being closely followed. Monetary savings of Division, during calendar year 1970, amounted to \$626,215.92. This represents \$139,827.92 through employee suggestions; \$182,320 in repair of typewriters, electric filing cabinets and dictaphone equipment; \$106,014 in excess property obtained at no cost to Bureau; \$92,054 through consolidation of orders and \$106,000 by use of computers in handling investigative matters for various field divisions.

Administrative Operations - Excellent (Last Inspection - Very Good). Organizational structure, including alignment of supervisory staff, designed to provide for equitable distribution of work and responsibilities. Review of individual section and unit operations disclosed operating at peak levels. Good rapport between supervisors and subordinate personnel. Administrative controls and procedures tight and record management programs sound. Streamlining and economy measures evident. Fiscal Year 1970 Division had largest number of suggestions of any at SOG (89 or 25% of total suggestions), and the highest rate of suggestions adopted (69 or 33%). In calendar year 1970, 94 suggestions submitted and 67 adopted, resulting in annual savings of \$139,827.92. While Division stenographic and typing production below SOG average, retypes due to Agent or steno error below SOG average. Flow of mail efficient and weekly average of errors low. Audit of funds and payroll procedures disclosed tight controls and proper maintenance of records. Division concurred with Inspector's suggestions for increasing security of payroll card file and Confidential Expenditures voucher files, new use for approved standard form to record telephonic inquiries from other agencies and for additional fire protection devices in Exhibits Section, which should greatly enhance overall administrative operations.

Personnel Matters - Very Good (Last Inspection - Very Good). Authorized complement of Division increased to 42 Agents and 779 clerical employees (last inspection 36 Agents and 718 clerical). Increase of Agents (6) resulted from 3 Agents assigned to Voucher - Statistical Section connected with computer applications, 2 Agents to Personnel Section due to increased work load in Applicant Recruitment Program and Personnel Services Unit and 1 Agent added to Exhibits Section in connection with new FBI building. Increase in clerical employees caused primarily by additional work in Voucher - Statistical Section related to computer programs and procedures. Division requested 4 additional Agents for computer application (approved separately). 2 Agents are on limited duty - productive, retention justified. No Agents unavailable, overweight or on probation. Division's work-related injuries increased from 12 to 28; Bureau-wide injuries increased

Memorandum to Mr. Tolson
Re: Inspection - Administrative Division

416 to 517 - need to reverse this trend emphasized and safety stressed. Employee training programs efficient and effective. Morale appears high.

Contacts - Excellent (Last Inspection - Excellent). Assistant Director and personnel under his supervision have developed a varied and comprehensive program of vigorous and productive contacts with Government agencies and private industry. There has been a good turnover with the addition of new and vital contacts. There are presently 438 contacts compared with 423 at time of last inspection.

RECOMMENDATIONS

1. Assistant Director Nicholas P. Callahan, GS-18 at \$36,000, not on probation. Makes an outstanding personal appearance and has most effective personality. A dedicated, capable administrator, who is most knowledgeable concerning all of his Division's many and varied operations. He is eminently qualified to continue in present assignment. Attached for approval is letter summarizing inspection findings.

2. Inspector Eugene W. Walsh, Number One Man, GS-17 at \$36,000, not on probation. Makes an excellent appearance and has an outstanding, effective personality. He is a loyal, dedicated and hard-working executive who has demonstrated he is a most competent administrator. Fully qualified to continue in present assignment or for additional administrative responsibilities. Attached letter to Mr. Callahan will inform him of inspection findings.

3. Recommendations concerning other personnel handled separately.

June 7, 1971

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

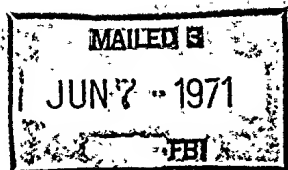
I recently instructed that the results of a certain applicant investigation be on my desk by 9:00 a. m. June 4, 1971, and this was not done. It was your responsibility to insure my instructions were followed and you failed to do so.

You should set up appropriate administrative procedures to prevent any future derelictions of this nature.

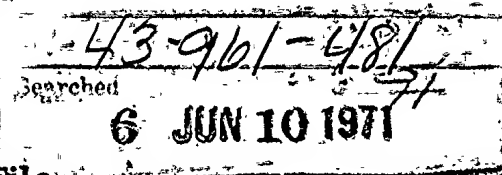
Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



REC-138



1 - Movement

1 - Administrative Division Personnel File

JJO:gms
(5)

Based on memo Bassett to Callahan, 6-4-71, HNB:mfs, with addendum, 6-4-71, NPC:gt.

Tolson _____
Sullivan _____
Mohr _____
Bishop _____
Brennan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Felt _____
Gale _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

Mr. Beaver

1 JUN 16 1971

MAIL ROOM ☐ TELETYPE UNIT ☐

E B I JUN 11 4 05 PM '71

E B I
REC.D-CVTCVHVN HNB

July 29, 1971

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am pleased to commend, through you, those employees of the Administrative Division who contributed so substantially to the American Red Cross Blood Donor Program during the past year.

The very fine participation realized by your division in this vitally important program is indeed gratifying and, as a result, the Bureau has exceeded its quota of donations. Please express my appreciation to all for their splendid contributions.

Sincerely yours,

J. Edgar Hoover

67-43961-482
9 JUL 30 1971

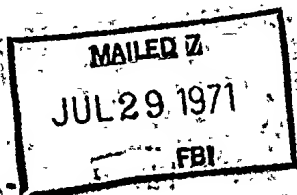
1 - Mr. Callahan (Personal Attention)

1 - [] (Sent Direct)

SMA *dma* (5)

Based on memo Bassett-Callahan 7/23/71 re Blood Donor Program, American Red Cross.

Tolson _____
Felt _____
Sullivan _____
Mohr _____
Bishop _____
Brannan, C.D. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Gale _____
Ponder _____
Rosen _____
Tavel _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____



8 AUG 9 1971

MAIL ROOM ☐ TELETYPE UNIT ☐

XEROX
AUG 5 71

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 6-28-71

I certify that I have ☐ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT #6262
expires 6-30-72

RETURNED

D. C. OFFICIAL PARKING PERMIT #3142
expires 6-30-71

*Destroyed
4/78*

FILE

Very truly yours 3/4/71

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RECORDED

9 JUL 27 1971

(Signature)

N.P. Callahan

(Typed name) N.P. Callahan

REPORT OF MEDICAL EXAMINATION

F.B.I.

1. LAST NAME—FIRST NAME—MIDDLE NAME Callahan, Nicholas Peter			2. GRADE AND COMPONENT OR POSITION Assistant Director		3. IDENTIFICATION 4-27-64	
4. HOME ADDRESS (Number, street or RFD, city or town, State and ZIP Code)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 9-2-71	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY		11. ORGANIZATION UNIT
12. DATE OF BIRTH 12-26-13		13. PLACE OF BIRTH Washington, D. C.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated)	ABNOR- MAL
<input checked="" type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP	
<input checked="" type="checkbox"/>	19. NOSE	
<input checked="" type="checkbox"/>	20. SINUSES	
<input checked="" type="checkbox"/>	21. MOUTH AND THROAT	
<input checked="" type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
<input checked="" type="checkbox"/>	23. DRUMS (Perforation)	
<input checked="" type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 61)	
<input checked="" type="checkbox"/>	25. OPHTHALMOSCOPIC	
<input checked="" type="checkbox"/>	26. PUPILS (Equality and reaction)	
<input checked="" type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
<input checked="" type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)	
<input checked="" type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)	
<input checked="" type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)	
<input checked="" type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)	
<input checked="" type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistular) (Prostate, if indicated)	
<input checked="" type="checkbox"/>	33. ENDOCRINE SYSTEM	
<input checked="" type="checkbox"/>	34. G-U SYSTEM	
<input checked="" type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)	
<input checked="" type="checkbox"/>	36. FEET	
<input checked="" type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
<input checked="" type="checkbox"/>	38. SPINE, OTHER MUSCULOSKELETAL	
<input checked="" type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
<input checked="" type="checkbox"/>	40. SKIN, LYMPHATICS	
<input checked="" type="checkbox"/>	41. NEUROLOGIC (Equilibrium tests under item 72)	
<input checked="" type="checkbox"/>	42. PSYCHIATRIC (Specify any personality deviation)	
<input checked="" type="checkbox"/>	43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

Creatinine-1.2

RESULTS
10.6 CA++
3.1 MINOR PHOS.
100 GLU
11.1 BUN
7.2 URIC ACID
202 CHOL.
7.4 T.P.
4.2 ALB
8.0 T.BILI.
6.5 ALK. PHOS.
Voic DH
15. SGOT

RESULTS
15.9 HGB GMS/100ML
48 HCT %
10.0 WBC X10³
NEUT %
BAND %
LYMPH %
EOS %
BASO %
MONOS %

PLATELET X10³
(Continue in item 73)

Reviewed by Dr. Gaskins
9-14-71

44. DENTAL (Place appropriate symbols, shown in examples, above or below number of upper and lower teeth.)

Upper Teeth																Lower Teeth															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
Exam Type 111
Class 1
NCD

45. URINALYSIS: A. SPECIFIC GRAVITY 1.009		46. CHEST X-RAY (Place, date, film number and result) 26864-66 & 24432-65 577-60-0865 - See Report	
B. ALBUMIN Neg	D. MICROSCOPIC 0-2 WBC	47. SEROLOGY (Specify test used and result) Neg	
C. SUGAR Neg	48. EKG See Report	49. BLOOD TYPE AND RH FACTOR -----	50. OTHER TESTS -----

8 SEP 23 1971

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 5'9"		52. WEIGHT 170		53. COLOR HAIR Brown		54. COLOR EYES Brown		55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBESE		56. TEMPERATURE											
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)															
A. SITTING SYS. 118 DIAS. 70		B. RECUMBENT SYS. DIAS. 		C. STANDING (3 min.) SYS. DIAS. 		A. SITTING 72		B. AFTER EXERCISE		C. 2 MIN. AFTER											
D. RECUMBENT		E. AFTER STANDING 3 MIN.																			
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION													
RIGHT 20/ 40-1		CORR. TO 20/ 25-1		BY +0.90		S. -40		CX 180°		20/200 CORR. TO 20/25-1 BY +2.00											
LEFT 20/ 25-1		CORR. TO 20/ 20-2		BY +0.90		S. -40		CX 180°		20/200 CORR. TO 20/20-3 BY +2.00											
62. HETEROPHORIA (Specify distance)																					
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT											
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)													
RIGHT		LEFT		Farnsworth 9/9				UNCORRECTED													
								CORRECTED													
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST													
0) U. Normal								69. INTRAOCULAR TENSION T-OD 17.3 5.5gm OS 17.3 Wt													
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)									
RIGHT WV		/15 SV		/15		250 250		500 512		1000 1024		2000 2048		3000 3090		4000 4096		6000 6144		8000 8192	
15		15																			
LEFT WV		/15 SV		/15																	

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)						76. A. PHYSICAL PROFILE					
						P U L H E S					
77. EXAMINEE (Check)						B. PHYSICAL CATEGORY					
A. <input checked="" type="checkbox"/> IS QUALIFIED FOR											
B. <input type="checkbox"/> IS NOT QUALIFIED FOR											
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER						A B C E					
79. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
						/s/					
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)						SIGNATURE					
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE					
						NUMBER OF ATTACHED SHEETS					

(WET-READING PLEASE)

PATIENT'S LAST NAME-FIRST NAME-MIDDLE NAME CALLAHAN NICHOLAS PETER		REGISTER NO. F.B.I. Phy. EXAM. RMT-18	WARD NO.
ASST. DIR. F.B.I.		AGE 57	SEX M
		(Check one) <input type="checkbox"/> BEDSIDE, WHEELCHAIR, OR STRETCHER <input type="checkbox"/> BED PATIENT <input checked="" type="checkbox"/> AMBULATORY	
EXAMINATION REQUESTED PA & LAT			

68 3/4" 166

Do not use for mechanical imprinting, if used

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

ANNUAL PE.

FILM NO. 577-60-0865	DATE OF REQUEST 9-2-71	REQUESTED BY
RADIOGRAPHIC REPORT		

9-8-71

PA AND LAT CHEST DATED 9-2-71: (There is no evidence of active disease) There is evidence of a minimal amount of fibrolinear densities, in both lung fields. The heart and mediastinal structures are normal. There is a minimal amount of degenerative change within the lumbar spine. b6

IMPRESSION: Chest within normal limits.

2 6864-66 NIK
2 4 432-65

DATE OF REPORT:	SIGNATURE: (Specify location of laboratory if not part of requesting facility)
CDR MC USNR	
jd	

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

Standard Form 519-A (Rev. Aug. 1954)
 Promulgated by Bureau of the Budget
 Circular A-32 (Rev.)
 RADIOGRAPHIC REPORT
 519-207

67-43961-483
ENCLOSURE

CLINICAL RECORD		ELECTROCARDIOGRAPHIC RECORD		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
CLINICAL IMPRESSION			MEDICATION		<input type="checkbox"/> EMERGENCY <input checked="" type="checkbox"/> ROUTINE
ROUTINE 57 M (Age 62) 1/15			[Redacted]		[Redacted] DATE 9-2-71
RHYTHM			AXIS DEVIATION (QRS)		RATES
INTERVALS			P WAVES		AURIC. VENT
PR			QRS		QT
QRS COMPLEXES					
RS-T SEGMENT			T WAVES		
UNIPOLAR EXTREMITY LEADS (Specify)					

b6

PRECORDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

NSR
 NCS 11-18-69
 minor intraventricular
 conduction
 delay

(Continue on reverse)

NO.	TITLE		DATE
ECG	Ltig Mc USNR 9/2/71		
PATIENT'S IDENTIFICATION	[Redacted]		
CALLAHAN, Nicholas Peter			
ASST. DIR. F.B.I.			
UNION			
MAR 17-26-13			
ENCLOSURE			
67-43961-483			

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee Callahan, Nicholas Peter
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

3	9	62	69
4	11	65	72
8	14	67	76
	17	68	

45, 46, 47 and 49; required for all Special Agent and FBI National Academy applicants but not for any other applicant unless the examining physician deems one, two, three or all four of the examinations necessary. 45, 46 and 47 are required in examination of any current employee.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

67-43961-482
ENCLOSURE

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient.

6. Under proper medical supervision, employee should ☐ lose _____ pounds

☐ gain _____ pounds

Remarks: _____

/s/

Signature of Medical Examiner

9-2-71

Date

b6

December 31, 1971

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

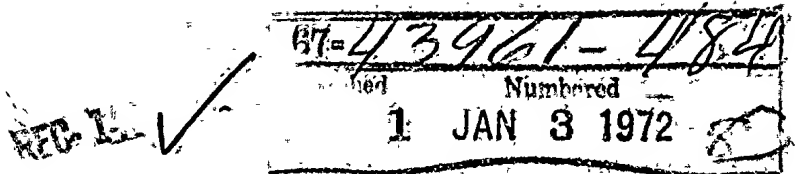
I want you to know how grateful I am for the assistance you rendered me on my return trip to Washington.

Your services on my arrival were of material help to me and I want you to know I am grateful to you for the very fine manner in which you handle my travel requirements.

With best wishes for A Happy New Year,

Sincerely,

J. E. R.

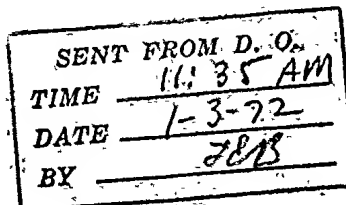


CT:DSS

Mr. Tolson _____
Mr. Felt _____
Mr. Rosen _____
Mr. Mohr _____
Mr. Bishop _____
Mr. Miller, E.S. _____
Mr. Callahan _____
Mr. Casper _____
Mr. Conrad _____
Mr. Dalbey _____
Mr. Cleveland _____
Mr. Ponder _____
Mr. Bates _____
Mr. Walkart _____
Mr. Walters _____
Mr. Soyars _____
Tele. Room _____
Miss Holmes _____
Miss Gandy _____

JAN 5 1972 71

MAIL ROOM ☐ TELETYPE UNIT ☐



March 3, 1972

PERSONAL

Dear Callahan:

I certainly could not let your Thirty-seventh Anniversary in the Bureau pass without extending my congratulations to you. Your tenure has seen the Bureau grow into the organization as it is known today, and you can take pride in the part you have played in its development. You have my best wishes for the day, and I hope the Bureau will have the benefit of your services for many years to come.

Sincerely,

J. E. H.

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

REC-145

67-43961-485	
Searched	Number
5 MAR 6 1972	

Anniversary 3/4 - Saturday

JEH:edm (3)

edm

SENT FROM D. O.	
TIME	8:01 AM
DATE	3/3/72
BY	EDV

Mr. Tolson _____
Mr. Felt _____
Mr. Rosen _____
Mr. Mohr _____
Mr. Bishop _____
Mr. Miller, E.S. _____
Mr. Callahan _____
Mr. Casper _____
Mr. Conrad _____
Mr. Dalbey _____
Mr. Cleveland _____
Mr. Ponder _____
Mr. Bates _____
Mr. Waikart _____
Mr. Walters _____
Mr. Soyars _____
Tele. Room _____
Miss Holmes _____
Miss Gandy _____

MAIL ROOM ☒ TELETYPE UNIT ☐

March 13, 1972

PERSONAL

Dear Callahan:

I wanted you to know how much I appreciate the part you played in the preparation of the material for my use in appearing before the Appropriations Subcommittees of both the House and Senate. Your time spent in reviewing the transcript was also of material assistance. Many thanks for everything.

Sincerely,

J. EDGAR HOOVER

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

REC-132

043 961-486
9 MAR 22 1972 74

Mr. Tolson ☒
Mr. Felt ☒
Mr. Rosen ☒
Mr. Mohr ☒
Mr. Bishop ☒
Mr. Miller, E.S. ☒
Mr. Callahan ☒
Mr. Casper ☐
Mr. Conrad ☐
Mr. Dalbey ☐
Mr. Cleveland ☐
Mr. Ponder ☐
Mr. Bates ☐
Mr. Waikart ☐
Mr. Walters ☐
Mr. Soyars ☐
Tele. Room ☐
Miss Holmes ☐
Miss Gandy ☐

JEH:edm (3)

1 MAR 28 1972

MAIL ROOM ☒ TELETYPE UNIT ☐

SENT FROM D.O.

MAR 13 1972

BY

Mr. Tolson	
Mr. Felt	
Mr. Rosen	
Mr. Mohr	
Mr. Bishop	
Mr. Miller, ES	
Mr. Callahan	
Mr. Casper	
Mr. Conrad	
Mr. Dalbey	
Mr. Cleveland	
Mr. Ponder	
Mr. Bates	
Mr. Walkart	
Mr. Walters	
Mr. Soyars	
Tele. Room	
Miss Holmes	
Miss Gandy	

JOHN P. MOHR
Nicholas P. Callahan

March 6, 1972

Dear Mr. Hoover:

JOSEPH E. HENEHAN

ALBERT P. GUNSSER

DANIEL J. GREEN

Thank you for your very fine letter of March 4, concerning the little assistance I gave you during your appearance before the House Subcommittee on Appropriations on Friday, March 3. Needless to say, you did your usual outstanding job and it was very obvious from sitting back and listening that the members were deeply impressed with what you had to say. I was very proud of the magnificent manner in which you described the operations and workings of the Bureau.

I think it is only fitting and proper for me to call to your attention the fact that some of our associates in the Bureau were good right hands in making this presentation as good as it turned out to be. Not only were these individuals of great help in preparing the material initially but they spent many hours in going over the transcript to make sure that it adequately and completely represented you and the Bureau in the best possible manner. For that reason, I would like to pay tribute at this time to the efforts of Messrs. Callahan, Gunsser, William C. Jackson, Dan Green and Joe Henehan. Special Agent Dan Green was particularly outstanding in his contributions to the preparation of the material, as well as in the review of the transcript.

Again, I want you to know it was a real pleasure to have the opportunity of accompanying you during this very important presentation and I look forward to being with you.

3-20-72
38

MAR 7 1972

EX-100

Letter to Messrs. Callahan, Gunsser, Jackson, and Henehan
3-13-72
Joe Henehan

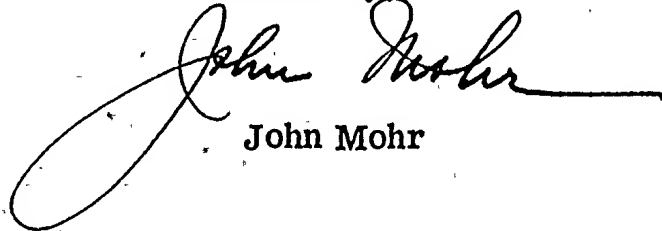
129391-418

74

5 MAR 28 1972

during the presentation before the Senate Subcommittee on Appropriations at 2:00 p. m. on Friday, March 10. You have my very best wishes for a most successful appearance on that occasion.

Sincerely,

A handwritten signature in cursive script, appearing to read "John Mohr", with a long horizontal flourish extending to the right.

John Mohr

Honorable J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Tolson

DATE: March 31, 1972

FROM : J. P. Mohr

SUBJECT: NICHOLAS P. CALLAHAN
Assistant Director
Administrative Division

JOSEPH J. CASPER
Assistant Director
Training Division

LEONARD M. WALTERS
Assistant Director
Identification Division

FRANK W. WAIKART
Assistant Director
Files and Communications Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for approval the annual performance reports for Messrs. Callahan, Casper, Walters and Waikart in which their services have been rated Outstanding for the period April 1, 1971, to March 31, 1972. I have signed these ratings as the Rating Official.

In the event you approve these ratings, I respectfully request that you sign both the original and the copy of each of them as the Reviewing Official and that the Director sign both the original and the copy of each of them as the Approving Official. Messrs. Callahan, Casper, Walters and Waikart will then be entitled to cash awards of \$500 each as has been approved in the past for Assistant Directors and above.

RECOMMENDATION:

REC-131

9 APR 4 1972

ENCLOSURE
That you, as Reviewing Official, and the Director, as Approving Official, sign the original and the copy of the attached Outstanding performance ratings for Messrs. Callahan, Casper, Walters and Waikart and that each be furnished the original of his rating and approved for an incentive award of \$500. Letters enclosed.

Enc.

LDH:psg
(5)

- 1 - Personnel File of Joseph J. Casper
- 1 - Personnel File of Leonard M. Walters
- 1 - Personnel File of Frank W. Waikart

11 APR 11 1972

Mr. Tolson	_____
Mr. Felt	_____
Mr. Campbell	_____
Mr. Rosen	_____
Mr. Mohr	_____
Mr. Bishop	_____
Mr. Miller, E.S.	_____
Mr. Callahan	_____
Mr. Casper	_____
Mr. Conrad	_____
Mr. Dalbey	_____
Mr. Cleveland	_____
Mr. Ponder	_____
Mr. Bates	_____
Mr. Waikart	_____
Mr. Walters	_____
Mr. Soyars	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

April 3, 1972

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Callahan:

I am indeed pleased to inform you that the exceptional manner in which you have discharged your important responsibilities during the period April 1, 1971, to March 31, 1972, has earned an Outstanding performance rating for you. The original of this rating is enclosed which you may retain.

I also want to advise you that I have approved an incentive award for you in the amount of \$500.00 in recognition of your superior services in assisting with the discharge of our voluminous obligations. A check is enclosed which represents this award. Your performance in our behalf has been remarkable and I am appreciative.

Sincerely,

REC-131

J. Edgar Hoover

43961-488
9 APR 4 1972 39

Enclosures (2)

1 - [redacted] (Sent Direct)

JMP:big (4)

Award #1027-72

Based on memo Mohr-Tolson 3/31/72, LDH:psg.

Salutation per file.

1 APR 11 1972

MAIL ROOM ☐

TELETYPE UNIT ☐

Mr. Tolson _____
Mr. Felt _____
Mr. Campbell _____
Mr. Rosen _____
Mr. Mohr _____
Mr. Bishop _____
Mr. Miller, E.S. _____
Mr. Callahan _____
Mr. Casper _____
Mr. Conrad _____
Mr. Dalbey _____
Mr. Cleveland _____
Mr. Ponder _____
Mr. Bates _____
Mr. Waikart _____
Mr. Walters _____
Mr. Soyars _____
Tele. Room _____
Miss Holmes _____
Miss Gandy _____

b6

LDH/psg

Box

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHANWhere Assigned: ADMINISTRATIVE
(Division) (Section, Unit)Official Position Title and Grade: ASSISTANT DIRECTORRating Period: from APRIL 1, 1971 to MARCH 31, 1972ADJECTIVE RATING: OUTSTANDING Employee's Initials
*Outstanding, Excellent, Satisfactory, Unsatisfactory*Rated by: *J. P. Mohr* Assistant to the Director 4/1/72
Signature Title DateReviewed by: *Clyde A. Tolson* Associate Director 4/1/72
Signature Title DateRating Approved by: *J. Edgar Hoover* Director 4/1/72
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative **EC-133**
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

7-13961-489
7 APR 6 1972

1 APR 14 1972
1. [Signature]

THREE
[Signature]

NICHOLAS P. CALLAHAN
ASSISTANT DIRECTOR
ADMINISTRATIVE DIVISION

Mr. Callahan's performance during the period from April 1, 1971, through March 31, 1972, was of such exceptionally high caliber as to fully justify this rating of Outstanding which has been afforded him.

He is a most effective representative of the FBI, always being neatly and conservatively attired, and he possesses a warm, friendly, and gracious personality. He is dynamic and forceful yet at the same time patient, understanding, and diplomatic in his dealings with others and he instills in all with whom he comes in contact feelings of respect and confidence.

He is a dedicated career employee whose exemplary service to the organization has spanned over three and one-half decades. During this period of time he has gained an enviable wealth of knowledge concerning the rules and regulations, policies and procedures of the Bureau. Because he is endowed with superior intelligence and common sense, he skillfully utilizes this knowledge on a daily basis while handling a vast amount of highly complex work with both speed and commendable accuracy. Robust and energetic and unfailingly good-natured, he works for long periods of time without evidencing any loss of efficiency or composure. Mr. Callahan has the direct supervisory responsibility for the organization's budgetary and fiscal matters in addition to personnel management, property procurement and management, printing and duplicating, as well as graphic and visual presentations. He is a superb executive and administrator and he successfully instills in his subordinates his own desire for perfection.

Mr. Callahan never hesitates to set aside personal considerations in order that the Bureau's interests can be served and protected. His complete and utter devotion to the Bureau are exemplary and he has proven himself to be a most valuable member of the organization.

NICHOLAS P. CALLAHAN

April 17, 1972

Dear Boss:

My deepest thanks for your
affording me an Outstanding performance
rating this past year and the award which
accompanied it.

It was most generous of you and I
sincerely hope that my future performance
will continue to merit your approval.

I sincerely hope that you will
continue in good health and vigor to lead our
great organization for many years to come.

Sincerely,

Nick Callahan
Nick Callahan

REC-146

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

043961-490
1 17 1972 18

APR 25 1972

47

Mr. Tolson _____
Mr. Felt _____
Mr. Campbell _____
Mr. Rosen _____
Mr. Mohr _____
Mr. Bishop _____
Mr. Miller, ES _____
Mr. Callahan _____
Mr. Casper _____
Mr. Conrad _____
Mr. Dalbey _____
Mr. Cleveland _____
Mr. Ponder _____
Mr. Bates _____
Mr. Weikart _____
Mr. Walters _____
Mr. Soyars _____
Tele. Room _____
Miss Holmes _____
Miss Gandy _____

April 25, 1972

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

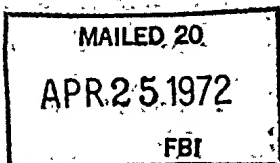
A recent memorandum approved by you concerning an applicant-type matter was found to contain an error. A careful review of this correspondence would have detected this delinquency.

In the future, you will be expected to thoroughly review memoranda of this nature to insure it is correct in all aspects.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



7- 043961-491
arched Numbered
1 APR 26 1972 34

- 1 - Movement
- 1 - Administrative Division Personnel File

JJO:gms
(5)

Based on memo Bassett to Callahan, 4-20-72, HNB:ifs, with addendum of N. P. Callahan.

1 MAY 5 1972

MAIL ROOM ☐ TELETYPE UNIT ☐

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misc
HNB
JJO

UNITED STATES GOVERNMENT

Memorandum

TO : MR. CALLAHAN

DATE: April 20, 1972

FROM : H. N. BASSETT *HNB*

SUBJECT:

RES: ALBUQUERQUE, NEW MEXICO
BUAP - SPECIAL AGENT

Tolson	_____
Felt	_____
Campbell	_____
Rosen	_____
Mohr	_____
Bishop	_____
Miller, E.S.	_____
Callahan	_____
Casper	_____
Conrad	_____
Dalbey	_____
Cleveland	_____
Ponder	_____
Bates	_____
Waikart	_____
Walters	_____
Soyars	_____
Tele. Room	_____
Holmes	_____
Gandy	_____

In the attached memorandum, captioned as above, information was set forth concerning a status inquiry the Bureau had received from Senator Clinton P. Anderson regarding Senator Anderson was erroneously referred to as Congressman Anderson. The attached letter to Senator Anderson was correct, however, and was mailed on 4-19-72.

This memorandum was prepared by SA Frank J. Illig of the Personnel Section. He has advised that he has no excuse for this error and it was done through inadvertence on his part.

RECOMMENDATION:

SA Illig is responsible for the Special-Agent recruiting-program and this is not typical of the fine manner in which he handles his responsibilities. Nevertheless, it is recommended that he be censured for his carelessness in this instance.

67-43961-492
67-532047-138
Searched _____
1 MAY 10 1972

ENCLOSURE

HNB:mfs
Enc.

1 - Mr. O'Connell

PERMANENT BRIEF ATTACHED.
ADDENDUM - N. P. CALLAHAN

This error was inexcusable and should have been detected as well by Personnel Officer Harold N. Bassett and the writer both of whom should be censured in addition to Special Agent Supervisor Illig for their failure to detect this error.

I should have caught this.

RECOMMEND CENSURE
FOR ILLIG.

Yes.

33
Let's put 4-25-72 9:00 pm

April 13, 1972

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I am indeed pleased to commend, through you, the tour leaders of your division and the Health Service staff who performed so effectively in connection with tours of Bureau headquarters which were conducted during Easter week.

All of these employees insured that visitors were treated in a professional and courteous fashion and their efforts reflect most favorably on the FBI. I would like to request that you convey my wholehearted appreciation to all for their worthwhile services.

Sincerely yours,
J. Edgar Hoover
REC-1A

7-043961-493
1 MAY 10 1972

1 - Mr. Callahan (Personal Attention)

A copy of this letter will be placed in the files of all participants.

1 - Mr. Bishop (Personal Attention) For Your Information

1 - (Sent Direct)

BLG

(25)

MAY 25 1972

Based on memo Malmfeldt-Bishop 4/10/72 re FBI TOURS, EASTER WEEK 1972.

APR 13 1972

FBI

MAIL ROOM

TELETYPE UNIT

Copies prepared and attached for placing in the personnel files of: OVER

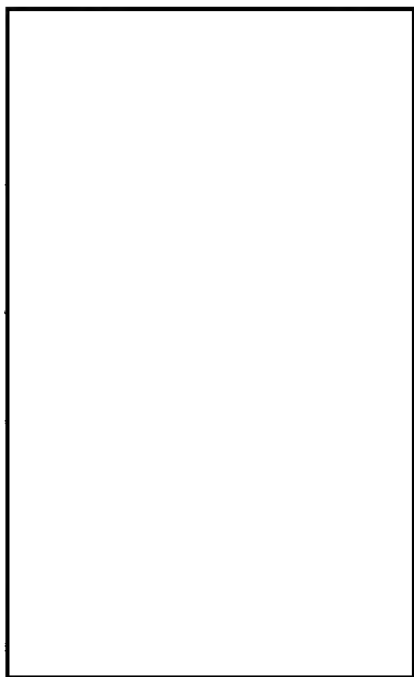
Tolson _____
Felt _____
Campbell _____
Rosen _____
Mohr _____
Bishop _____
Miller, E.S. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Cleveland _____
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Bates _____
Waikart _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

13
JUN 1 1972

✓
P57
J

b6

Mr. Nicholas P. Callahan
FBI - Washington, D. C.



b6

July 20, 1972

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

I just want you to know how very much I appreciate your taking the time to give me the benefit of your carefully considered comments regarding a policy relative to the employment of conscientious objectors.

We will evaluate each applicant on the merits and in comparison with those competing, in order to select the individuals best qualified to serve the Nation in the FBI.

This is the basic policy we are pursuing, and there is no change in this policy.

Sincerely,

[Redacted Signature]

PEC:138

43967-494
JUL 21 1972

b6

Felt _____
Bates _____
Bishop _____
Callahan _____
Campbell _____
Cleveland _____
Conrad _____
Dalbey _____
Jenkins _____
Marshall _____
Miller, E.S. _____
Ponder _____
Soyars _____
Walters _____
Tele. Room _____
Mr. Kinley _____
Mr. Armstrong _____
Ms. Herwig _____
Mrs. Neenan _____

LPG:mlh:edm (3)

edm

JUL 27 1972

MAIL ROOM ☐ TELETYPE UNIT ☐

SENT FROM D.O.
JUL 20 1972
BY *for*

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 6-27-72

I certify that I have ☒ received ☐ returned the following Government property for official use:

D. C. OFFICIAL PARKING PERMIT # 01458
expires 6-30-73

RETURNED

D. C. OFFICIAL PARKING PERMIT # 6262 *dit ALM*
expires 6-30-72

FILE

3/1 *ALM*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

N. P. Callahan

(Typed name)

N. P. CALLAHAN

5 JUL 19 1972

May 1, 1972

PERSONAL ATTENTION

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

The results of the inspection of your Division have been reviewed, and I have approved the following ratings for your operations: Physical Condition and Maintenance - Very Good; Specific Division Operations, Administrative Operations, Personnel Matters, and Contacts - Excellent.

The space assigned to the Administrative Division was found to be well maintained, secure and effectively utilized. Inasmuch as the Old Post Office Building, which houses the Exhibits Section, is scheduled for demolition, you should closely follow with the General Services Administration concerning the negotiations for new space. I am pleased that construction of the new FBI Building is slightly ahead of schedule. Continue to give this matter your personal attention to preclude any delay which could be attributed to the Bureau. In this regard, you must stay abreast of the request of the General Services Administration before Congress for additional funds to complete this project. The moratorium established by the District of Columbia Government on the use of incinerators for disposal of trash necessitates your close attention to insure the new disintegrator is fully operational prior to the effective date of the moratorium.

The fact that no safety defects were detected in the automobiles inspected was gratifying. The increased operating and repair costs of your automotive fleet should be kept under close scrutiny to insure maximum economy. As automobile accidents have increased slightly since the last inspection, all employees must be impressed with the necessity for safe-driving habits.

The principal responsibilities of your Division are being carried out effectively. Your aggressive applicant recruiting programs have enabled

1 - Mr. Callahan (Att: Mr. H. N. Bassett) (With Enclosure)

1 - Inspection File of Administrative Division

① - Personnel File of Nicholas P. Callahan

PAM:wmj (8)

See note page two

DUPLICATE YELLOW

Mr. Nicholas P. Callahan

the Division to continue its excellent record in staffing the Bureau with qualified personnel. Give this important aspect of our operations continued direction, and after the completion of the current recruitment campaign you should reevaluate the clerical recruitment quotas of the field offices to insure they are realistic in the light of costs and manpower utilization, bearing in mind our many other pressing responsibilities.

It was encouraging to learn of the decrease in clerical turnover at Bureau headquarters as this has been a source of concern. Every effort must be made to continue this most favorable trend. The impressive contributions of your personnel to the Suggestion Program and the tangible monetary savings achieved during 1971 are matters in which you and your subordinates can take pride. You should closely evaluate the trial results in the use of new concepts involving Magnetic Card Typewriters and dictating equipment to insure such practices are economically and productively feasible.

The production of your stenographic staff is above the Seat of Government average. Your stenographers should be encouraged to continue in this desirable direction and to make every effort to keep errors at an absolute minimum.

The suggestions made by the Inspector should enhance the efficiency of your operations. They should be closely followed by you to insure implementation where feasible. It is noteworthy that work-related injuries in your Division have been reduced considerably and the reduction of these injuries throughout the Bureau exceeded the goal set for 1971.

The large number of contacts in areas affecting the Bureau's interests is impressive. The increase since the last inspection in the number and quality of contacts indicates this program is receiving careful attention.

You and your Number One Man should carefully review the inspection findings. You should promptly advise of the corrective action taken.

Sincerely yours,

John Edgar Hoover
Director

NOTE: Based on memo J.K. Ponder to Mr. Tolson, 4/28/72, "Inspection - Administrative Division; Inspector [redacted] 4/7-21/72."
PAM:wmj

b6

MR. TOLSON

April 28, 1972

J. K. PONDER

INSPECTION - ADMINISTRATIVE DIVISION

INSPECTOR

4/7 - 21/72

b6

SUMMARY

Officials: Nicholas P. Callahan, Assistant Director in Charge since 12/30/59; Eugene W. Walsh, Number One Man since 2/13/61. Last inspection: 3/24 - 4/6/71.

Physical Condition and Maintenance - Very Good (Last Inspection - Excellent). Division occupies space located in Justice Building, Old Post Office Building (OPO), General Accounting Office and storage area, 1221 Taylor Street, N. W. (latter acquired 7/1/71). Space is secure, well organized and maintained. Negotiations underway by General Services Administration (GSA) for space in PEPCO Annex Building, 512 10th Street, N. W., to house Exhibits Section due to scheduled destruction of OPO. Present system for burning confidential trash to be terminated by D. C. Government 9/1/72. Approved mechanical disintegrator ordered and expected to be operational in Justice Building by 7/1/72; need to follow stressed. Construction of new FBI Building to ground level (Phase I-A) completed as scheduled 6/71. Building structure to be completed 5/24/74; currently ahead of schedule. GSA has requested additional \$22,842,000 for completion of building; instructed to follow closely. 9 of 22 vehicles inspected - no safety defects. Vehicle operating and repair costs up since last inspection - economy stressed. 4 accidents since last inspection (3 during prior similar period) - 1 employee held responsible (none last inspection); safe and defensive driving emphasized.

Specific Division Operations - Excellent (Last Inspection - Excellent). Voucher-Statistical Section transferred since last inspection to newly formed Computer Systems Division - no difficulty experienced in work transition. Work loads continue to show increase. Effective applicant recruiting programs enabled Division to continue excellent record in staffing Bureau with qualified personnel. 3,178 clerical personnel entered on duty at Seat of Government (SOG) and in field since last inspection; 560 Special Agents entered on duty. Due to Presidential freeze on hiring (August - November, 1971) and budgetary considerations, both Agent and clerical personnel below authorized strength as of 4/10/72. Applicants currently being processed to bring rolls to authorized strength by end of fiscal year (FY). Instructed to insure clerical recruitment quotas of offices realistic as to costs and manpower utilization. Clerical turnover at SOG decreased 11.4% during 1971, a highly encouraging trend attributed in part to accelerated promotions and assistance to new employees. Monetary savings

Enclosure

1 - Mr. Callahan (Att: Mr. H. N. Bassett) (Sent Separately)

1 - Personnel Files of Nicholas P. Callahan and Eugene W. Walsh

PAM:wmj (6)

CONTINUED - OVER

Memo for Mr. Tolson
Re: Inspection - Administrative Division

calendar year 1971 \$1,044,763.60 - up 67% over previous year, particularly significant in view of President's economy program. Savings achieved through employee suggestions, repair of equipment, obtaining excess property at no cost to Bureau, and consolidation of orders. Use of telecopier to transmit artists' conceptions to field offices tested and effectively put in full-time use, thus quickly furnishing field with investigative aid. Other investigative aids (equipment and graphic) furnished increased 46.3%. 18 offices received new concept IBM Magnetic Card Typewriters since last inspection. Division to closely evaluate trial results, including additional use of dictating equipment, to insure maximum economy and productivity.

Administrative Operations - Excellent (Last Inspection - Excellent). Supervisory structure well organized with effective administrative controls. Work load and responsibilities equitably shared. Records Management Programs sound. Streamlining controls and procedures effective. In FY 1971, 98 suggestions submitted (highest of any SOG Division); 70 adopted, exceeding previous year's figures. Stenographic production above SOG average, retypes below. Mail flow efficient; weekly average of errors low. Funds audited and accounted for - operating under proper controls. Inspector suggested feasibility study involving payroll withholding for Special Agents Insurance Fund and elimination of preparation of beneficiary forms at assessment time; reduction of retention period for form used in telephonic credit or service record inquiries; changing responsibility for lettering on Director's photographs; and improving appearance of Applicant Office space.

Personnel Matters - Excellent (Last Inspection - Very Good). Authorized complement 33 Agents, 421 clerical employees (last inspection 42 Agents, 779 clerical employees). Decrease due to absorption of one Agent's work and transfer of Voucher-Statistical Section. Division presently 1 Agent over complement - Agent being transferred. Inspector instructed and Assistant Director agreed to reduce authorized clerical complement by one. Installation of new trash disintegrator may save 3 employees one full day each week. Instructed to follow closely. In reorganization since last inspection, Position Classification Unit and Applicant Interview, Orientation and Housing Unit formed for more efficient operation. One Agent on limited duty - productive, retention justified. No Agents unavailable, overweight or on probation. Work-related injuries of Division decreased from 28 to 21 (25%); overall Bureau injuries decreased from 517 to 440 (14.9%); decrease well above goal to reduce such injuries 10% by end of 1971. Employee training programs effective. Morale high.

Contacts - Excellent (Last Inspection - Excellent). Effective contact program operating in areas of interest to Division and Bureau. Close liaison developed with GSA and others handling new FBI Building. New, important contacts developed. Presently 451 contacts compared with 438 at time of last inspection.

RECOMMENDATIONS:

1. Assistant Director Nicholas P. Callahan, GS-18 @ \$36,000, not on probation. Mr. Callahan makes outstanding personal appearance, is personable and loyal, dedicated, capable executive. He is knowledgeable in all areas of his

Memo for Mr. Tolson

Re: Inspection - Administrative Division

Division's operations and eminently qualified to continue in present assignment. Attached for approval is letter summarizing inspection findings.

2. Inspector Eugene W. Walsh, Number One Man, GS-17 @ \$36,000, not on probation. He makes an outstanding personal appearance and has effective, effervescent personality. He is a loyal, hard worker who has demonstrated his ability as a capable, competent administrator. Well qualified to continue in present assignment.

3. Recommendations concerning other personnel handled separately.

May 8, 1972

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

I wish to express my appreciation to you
and to those Agents of the Administrative Division who
rendered such effective service in connection with the
funeral of Mr. Hoover.

These men performed with tact and discre-
tion and their efforts were of great assistance. I want
to thank you for your leadership and I ask that you con-
vey my gratitude to the others.

Sincerely yours,

L. Patrick Gray
L. Patrick Gray, III
Acting Director

9 AUG 8 1972 ³⁶

MAILED 23

MAY 8 - 1972

FBI

1 - Mr. Callahan (Personal Attention)

A copy of this letter will be placed in the files of all
participants.

1 - (Sent Direct)

RHC:blg

(27)

Tolson _____
Felt _____
Campbell _____
Rosen _____
Mohr _____
Bishop _____
Miller, E.S. _____
Callahan _____
Casper _____
Conrad _____
Dalbey _____
Cleveland _____
Ponder _____
Bates _____
Wakart _____
Walters _____
Soyars _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Copies prepared and attached for placing in the files of: OVER

Mr. Nicholas P. Callahan
FBI - Washington, D. C.

Eugene W. Walsh
[REDACTED]

Samuel Ray Burns
[REDACTED]

Robert H. Cahill
William E. Clark
Joseph M. Fitzgerald
Daniel J. Green
Frank D. Hereford
Frank J. Illig, Jr.
[REDACTED]

b6

James F. Morrissey
[REDACTED]

John J. O'Connell
[REDACTED]

William C. Jackson
[REDACTED]

April 13, 1973

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

The exceptional manner in which you have carried out your duties during the period April 1, 1972, to March 31, 1973, has merited an Outstanding performance rating for you. The original of this rating is enclosed which you may retain.

Furthermore, I have approved an incentive award for you in the amount of \$500.00 and the check representing this award is enclosed.

As the result of your dedicated and effective services over the past year, you have rendered valuable assistance to the Bureau in the discharge of its many responsibilities.

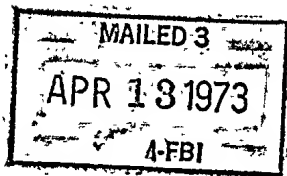
You should take considerable pride in your very fine performance.

Sincerely yours,

REC-143

Pat Gray

L. Patrick Gray, III
Acting Director



87-45961-496	
Searched	Numbered
4 APR 16 1973	

Enclosures (2)

1 - [redacted] Sent Direct)
JAB:tjb (4) Award #2189-73
Based on instructions from N. P. Callahan 4/13/73.

Salutation per file.

Mr. Felt _____
Mr. Baker _____
Mr. Callahan _____
Mr. Cleveland _____
Mr. Conrad _____
Mr. Gebhardt _____
Mr. Jenkins _____
Mr. Marshall _____
Mr. Miller, E.S. _____
Mr. Soyars _____
Mr. Thompson _____
Mr. Walters _____
Tele. Room _____
Mr. Kinley _____
Mr. Armstrong _____
Mr. Bowers _____
Mr. Herington _____
Ms. Herwig _____
Mr. Mintz _____
Mrs. Neenan _____

MAIL ROOM ☐ TELETYPE UNIT ☐

b6

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Felt
FROM : *Nicholas*
N. P. Callahan

DATE: April 4, 1973

SUBJECT: ANNUAL PERFORMANCE RATINGS
SPECIAL AGENTS IN CHARGE

Mr. Felt _____
Mr. Baker _____
Mr. Callahan _____
Mr. Cleveland _____
Mr. Conrad _____
Mr. Gohardt _____
Mr. Jenkins _____
Mr. Marshall _____
Mr. Miller, E.S. _____
Mr. Soyars _____
Mr. Thompson _____
Mr. Walters _____
Tele. Room _____
Mr. Kinley _____
Mr. Armstrong _____
Mr. Bowers _____
Mr. Herington _____
Ms. Herwig _____
Mr. Mintz _____
Mrs. Neenan _____

By addendum to attached memorandum, you suggested that Mr. Gray may wish to consider some of the SACs and some of the Assistant Directors for Outstanding ratings with or without monetary recognition. You expressed the feeling that some of the really hard-working and deserving officials might be a little hurt if they do not get the rating, adding that they would all feel that the rating was more important than the money. To this Mr. Gray instructed that recommendations should be submitted before he takes final action.

The Administrative Division proposes the following: that ratings of Outstanding be afforded to you and to all Assistant Directors and that monetary recognition be given where appropriate. It has been previously recommended and approved that those in GS 14 and above receive cash awards only incident to their ratings. There is set forth a tabulation comparing by grades the amount an individual would receive for a cash award:

Grade	Cash Award
GS 14	\$400.00
GS 15	
GS 16	\$450.00
GS 17	
GS 18	\$500.00

During the past rating year, Assistant Directors Fletcher D. Thompson and John W. Marshall received grade promotions with salary increases. Assistant Directors Thomas J. Jenkins and Richard J. Baker received grade promotions with no change in salary. In the past where no salary increase was realized in connection with a promotion, we have afforded monetary recognition incident to the annual performance rating.

In attached memorandum Administrative Division had recommended Outstanding ratings with no monetary recognition for SACs J. Gordon Shanklin, Roy K. Moore, and William A. Sullivan for the reasons set forth. If SACs are

RHC:mjb (5)

1 - Mr. Callahan
1 - Mr. Walsh
1 - Mr. Feeney

Enc.

(OVER)

Memorandum Callahan to Felt
Re: Annual Performance Ratings
Special Agents in Charge

to be afforded monetary recognition it should be noted that SAC Sullivan was promoted with a salary increase during the rating period and therefore would not be considered for monetary recognition.

Additionally, the Administrative Division suggests that consideration be given to affording Outstanding performance ratings with appropriate incentive awards to SACs James T. Moreland of Springfield, J. Wallace LaPrade of Newark, William M. Alexander of Jacksonville, Rex I. Shroder of San Diego, Neil J. Welch of Detroit, and Assistant Director in Charge John F. Malone of the New York Office. These men are recommended for Outstanding ratings based on the fact that they have done a particularly fine job during the rating period and their offices were up or equal in all categories of statistical accomplishments. If the foregoing is approved, Mr. Malone and Mr. Moore, who are in GS 18, would be entitled to awards of \$500.00 each while the other SACs, who are in GS 16 or GS 17, would be entitled to \$450.00 incentive awards.

Again it is proposed that ratings of Satisfactory be given to SACs John W. Burns, Paul C. Young, Richard D. Rogge, Robert G. Kunkel, Julius Lee Mattson, James E. Milnes, Charles D. Brennan, and Ralph J. Miles for reasons previously set forth in attached memorandum. All other SACs not specifically mentioned would be afforded a rating of Excellent.

Should the Outstanding ratings as proposed be approved by Mr. Gray, they are attached and he should sign the original of each and his stamped signature appears on the copy.

RECOMMENDATIONS:

(1) That Mr. Gray indicate whether he desires that Outstanding ratings be afforded to you, Mr. Felt, and Assistant Directors Richard J. Baker, Nicholas P. Callahan, William V. Cleveland, Ivan W. Conrad, Robert E. Gebhardt, Thomas J. Jenkins, Edward S. Miller, William B. Soyars, and Leonard M. Walters, each of whom could receive an incentive award of \$500.00, it being noted that all are in GS 18. However, the Outstanding rating can be given without granting any monetary recognition.

1. Yes plus \$500.00 award to each.
2. A) I C Jamieson to be given Outstanding with incentive award - 2 of \$500.00

(OVER)

Memorandum Callahan to Felt
Re: Annual Performance Ratings
Special Agents in Charge

Recommendations (continued):

(2) That Mr. Gray indicate whether he desires that Assistant Directors Fletcher D. Thompson and John W. Marshall and SAC William A. Sullivan be afforded Outstanding ratings with no monetary recognition in view of the fact that they were promoted during the rating year with increase in salary.

Yes.

(3) That Mr. Gray indicate whether he approves ratings of Outstanding for SACs J. Gordon Shanklin, Roy K. Moore, James T. Moreland, J. Wallace LaPrade, William M. Alexander, Rex I. Shroder, Neil J. Welch, and Assistant Director in Charge John F. Malone. Should Mr. Gray so approve, Mr. Malone and Mr. Moore, who are in GS 18, would be entitled to awards of \$500.00, and the others, who are either in GS 16 or GS 17, would be entitled to awards of \$450.00.

Yes. Plus awards.

(4) That SACs John W. Burns, Paul C. Young, Richard D. Rogge, Robert G. Kunkel, Julius Lee Mattson, James E. Milnes, Charles D. Brennan, and Ralph J. Miles be rated Satisfactory, all other SACs not specifically mentioned to be rated Excellent.

No. I have disciplined these men once & that is enough. Their overall performance is Excellent or we would not have them in position as SAC's. Rate them EXCELLENT

If the foregoing is approved, the ratings should be returned to the Administrative Division which will thereafter forward the original of the rating to the recipient with monetary recognition where so recommended. These would be forwarded without accompanying letter. Ratings for those SACs recommended for Satisfactory or Excellent ratings will be sent to Mr. Gray separately for his signature on the original of the ratings as the Approving Official.

*G...
4-10
3:52 P*

7 *WCH*

October 11, 1972

Mr. Raymond Jacobson, Director
Bureau of Policies and Standards
United States Civil Service Commission
1900 R Street, Northwest
Washington, D. C. 20415

Dear Mr. Jacobson:

Reference is made to previous correspondence concerning membership on the Performance Rating Board of Review of the Federal Bureau of Investigation.

This is to advise you that Assistant Director Nicholas P. Callahan has been designated Agency Member replacing Mr. John P. Callahan and that Inspector Eugene V. Walsh will be Mr. Callahan's alternate. Mr. Thomas J. Feeney has been designated Agency Representative replacing Mr. James B. Adams. Other members of the Board whose identities were previously furnished to you, remain the same and, in accordance with previous approval of the United States Civil Service Commission, they will continue to serve for an indefinite period. Current changes were effective as of October 4, 1972.

Sincerely yours,

L. Patrick Gray III

L. Patrick Gray, III
Acting Director

MAILED 5

OCT 11 1972

FBI

Felt _____
Baker _____
Bates _____
Bishop _____
Callahan _____
Cleveland _____
Conrad _____
Dalbey _____
Jenkins _____
Marshall _____
Miller, E.S. _____
Ponder _____
Soyars _____
Walters _____
Tele. Room _____
Mr. Kinley _____
Mr. Armstrong _____
Mr. Hwang _____
Mrs. Neenan _____

RHC:jb
(3)

Based on memo Feeney to Callahan, 10-4-72, RHC:gam.

OCT 25 1972

MAIL ROOM []

TELETYPE UN

E. B. I.
REC'D - CIVIL RIGHTS DIV.
OCT 11 11 35 AM '72

Memorandum

TO : Mr. Callahan

DATE: October 4, 1972

FROM : T. J. Feeney *TJF*

SUBJECT: PERFORMANCE RATING
BOARD OF REVIEW

Felt
Baker
Bates
Belmont
Casper
Callahan
Conrad
Dalbey
DeLoach
Evans
Malone
McGuire
Miller, E.S.
Ponder
Rosen
Soyars
Walters
Tele. Room
Mr. Kinley
Mr. Armstrong
Ms. Herwig
Mrs. Neenan

Civil Service Commission regulations require that a Performance Rating Board of Review be established in each agency, which Board is made up of a chairman, who is a representative of the Civil Service Commission; an agency member, representing the agency; and an employee member, who represents the employees. Responsibility of this Board is to consider appeals concerning regular official annual performance reports. In addition, it has been an agency representative, as distinguished from the agency member, who represents the Bureau in presenting the Bureau's case to the Board in the event a performance rating is appealed. Most recent members of the FBI Performance Rating Board of Review are as follows: Agency member was Mr. John P. Mohr, retired, whose alternate was Assistant Director Nicholas P. Callahan; employee member [redacted] Identification Division, whose alternate is [redacted] of the Files and Communications Division; and the agency representative was Mr. J. B. Adams, then Personnel Officer, who is currently assigned as SAC, San Antonio. It will be necessary to replace Mr. Mohr and Mr. Adams on the Board, and it is proposed that you, Mr. Callahan, be designated as the agency member with Inspector Eugene W. Walsh of the Administrative Division, to be your alternate, and that I, as Personnel Officer, be named as agency representative replacing Mr. Adams. It is felt that [redacted] should continue as employee member and alternate.

RECOMMENDATION:

That the Performance Rating Board of Review be established as follows: Agency member, Assistant Director Nicholas P. Callahan, alternate, Inspector Eugene W. Walsh; employee member, [redacted] alternate, [redacted] agency representative, Mr. Thomas J. Feeney, Personnel Officer. If approved, an appropriate communication will be directed to the Civil Service Commission to advise them of the Bureau's change in its Performance Rating Board of Review.

RHC:gam
(5)

- 1 - Mr. Callahan
- 1 - Mr. Walsh
- 1 - Mr. Feeney

035-1640 b6

77
7 OCT 12 1972

Handwritten signatures and initials:
Huo
[Signature]
OH
7
[Signature]

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

8-15-72

I certify that I have ☒ received ☐ returned the following Government property for official use:

SPECIAL AGENT CREDENTIAL CARD WITH CASE # 9
Color Off of Dir Asst Dir

RETURNED

OLD SPECIAL AGENT CREDENTIAL CARD WITH CASE # 9
Color Hoover Sign Asst Dir

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

31 XEW

Very truly yours,

(Signature)



(Typed name)

N.P. Callahan

67-101 DE 0011
3 AUG 16 1972

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 5-8-72

I certify that I have ☐ received ☐ returned the following Government property for official use:

Color

SPECIAL AGENT CREDENTIAL CARD WITH CASE # 9 ✓

Assistant Director

RETURNED

B & W

OLD SPECIAL AGENT CREDENTIAL CARD WITH CASE # 9

Assistant Director

FILE

31/ EW

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

(Signature)

N. P. Callahan

(Typed name)

N. P. Callahan

67-NOT RECORDED
3 AUG 16 1972

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHANWhere Assigned: Administrative Division FBIHQ
(Division) (Section, Unit)Official Position Title and Grade: Assistant Director, GS 18Rating Period: from 4-1-72 to 3-31-73ADJECTIVE RATING: OUTSTANDING
*Outstanding, Excellent, Satisfactory, Unsatisfactory*Employee's
InitialsRated by: _____
Signature Title DateReviewed by: _____
Signature Title DateRating Approved by: P. Patrick Gray Acting Director 4-2-73
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

67-43961-497

Searched Numbered

5 APR 18 1973 20

4 APR 20 1973
139

THREE

NICHOLAS P. CALLAHAN

April 17, 1973

Honorable L. Patrick Gray, III
Acting Director
Federal Bureau of Investigation
Washington, D.C.

Dear Mr. Gray

My sincere thanks for the
"Outstanding" performance rating and
award contained in your letter of
April 13.

REC-138

67-04396-488

APR 24 1973

I also deeply regret
you will not be here as Director
to tender such ratings in the future.
your intense and tireless efforts to
learn about our great organization
has earned you many admirers
for your energy, honesty and
considerateness.

Sincerely,

Nick Callahan

ack.
4-17-73
LPG/ldm

May 17, 1973

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

Commendation is warranted, through you, for
Special Agents James F. Morrissey and [redacted]
and for [redacted] for their able assistance in the
research and preparation of the demountable partition lay-
outs to be utilized in the construction of the J. Edgar Hoover
FBI Building.

These men carried out their assignments in an
admirable fashion thereby contributing substantially to the
submission of these drawings before the deadline. Please
express my appreciation to these dedicated individuals for
their excellent work.

Sincerely yours,

William D. Ruckelshaus

William D. Ruckelshaus
Acting Director

1 - Mr. Callahan (Personal Attention)

A copy of this letter will be placed in the files of SAs James F.
Morrissey, [redacted] and [redacted]

1 - [redacted] (Sent Direct)

WAF:dsk (8)

Based on memo Dunphy to Callahan 5-9-73 re J. Edgar Hoover FBI
Building. Commendation Matter.

Copies prepared for placing in the files of SAs James F. Morrissey,
[redacted] and [redacted]

Mr. Felt _____
Mr. Baker _____
Mr. Callahan _____
Mr. Cleveland _____
Mr. Conrad _____
Mr. Gebhardt _____
Mr. Jenkins _____
Mr. Marshall _____
Mr. Miller, E.S. _____
Mr. Soyars _____
Mr. Thompson _____
Mr. Walters _____
Tele. Room _____
Mr. Baise _____
Mr. Barnes _____
Mr. Bowers _____
Mr. Herrington _____
Mr. Conny _____
Mr. Mintz _____
Mr. Eardley _____
Mrs. Hogan _____

MAIL ROOM ☒

TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 5/4/73

I certify that I have ☒ received ☐ returned the following Government property for official use:

.38 S& W Bodyguard model 49 SN 4J2937
with holster

RETURNED

.38 Colt Det. Special SN 457388
with holster and adapter

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

NOT RECORDED

3 MAY 21 1973

FILE

3/2

Very truly yours,

(Signature)

Nicholas P. Callahan

(Typed name)

Nicholas P. Callahan

57

RECEIVED

April 17, 1973

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

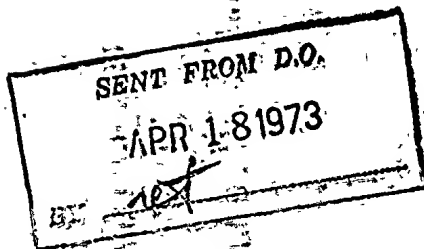
Dear Nick:

Thank you so much for your letter today.
The rating was earned and deserved, and I am just
glad to be able to give it to you.

I was also touched by your kind comments.
They were most heartwarming and mean a great deal
to me. I assure you I have considered it a privilege
and honor to be associated with you and all the dedicated
men and women of the Bureau. I shall miss all of you.

Sincerely,

Pat Gray



Mr. Felt _____
Mr. Baker _____
Mr. Callahan _____
Mr. Cleveland _____
Mr. Conrad _____
Mr. Gobhardt _____
Mr. Jenkins _____
Mr. Marshall _____
Mr. Miller, E.S. _____
Mr. Soyars _____
Mr. Thompson _____
Mr. Walters _____
Tele. Room _____
Mr. Kinley _____
Mr. Armstrong _____
Mr. Bowers _____
Mr. Herington _____
Ms. Herwig _____
Mr. Mintz _____
Mrs. Neenan _____

LPG:edm (3)

edm

APR 27 1973
MAIL ROOM ☐

TELETYPE UNIT ☐

8

0

23

Teletype

Urgent

TO: ALL SACS
ALL LEGATS
FROM: DIRECTOR, FBI

7-26-73

APPOINTMENT OF ASSOCIATE DIRECTOR

I TAKE GREAT PLEASURE IN ANNOUNCING THE APPOINTMENT
OF NICHOLAS P. CALLAHAN TO THE POSITION OF ASSOCIATE DIRECTOR
OF THE FBI. MR. CALLAHAN HAS COMPILED A DISTINGUISHED RECORD
OF SERVICE IN THE FBI AND HIS SELECTION CAN ONLY ENHANCE THE
EFFECTIVENESS OF THIS BUREAU.

TJF:mfs
(3)

yube

EW

REC-149

67-643961-500	
Indexed	Numbered
9 JUL 31 1973	

142

- Assoc. Dir. _____
- Asst. Dir.: _____
- Admin. _____
- Comp. Syst. _____
- Files & Com. _____
- Gen. Inv. _____
- Ident. _____
- Inspection _____
- Intell. _____
- Laboratory _____
- Plan. & Eval. _____
- Spec. Inv. _____
- Training _____
- Legal Coun. _____
- Cong. Serv. _____
- Corr. & Crm. _____
- Research _____
- Press Off. _____
- Telephone Rm. _____
- Director Sec'y _____

FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS SECTION

NH

JUL 26 1973

TELETYPE

1045P BXC

17 JUL 27 1973

AUG 2 1973

142

MAIL ROOM ☐

TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

7/11/73

I certify that I have ☐ received ☒ returned the following Government property for official use:

.38 S&W Bodyguard Model 49 SN 4J2937 with holster

3/80

READ

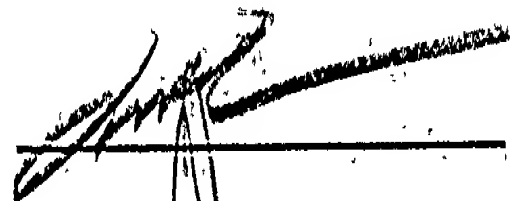
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

8 DEC 20 1973

Very truly yours,

(Signature)



(Typed name)

N. P. Callahan

January 21, 1974

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

To further the best interests of the FBI, I have scheduled an all-day conference of key FBI personnel for February 5th to be held at the Washington Hilton Hotel, 1919 Connecticut Avenue, Northwest, Washington, D. C. I expect you to attend unless circumstances beyond your control prevent you from being there.

The conference will convene at the hotel and commence with an 8:00 a.m. breakfast and continue through the day until 4:30 p.m. There will be a luncheon at the hotel.

Enclosed is a communication which sets forth the topics we will be discussing. A detailed agenda based on these topics is being prepared and a copy will be sent to you. I ask that you start giving some thought to these 16 topics so that our day together will be both fruitful and constructive.

Assistant Director Bob Franck will coordinate all arrangements for the conference. Should you have any questions or need additional details after receiving the agenda, please contact him.

Sincerely,

Clarence

Assoc. Dir. _____
Asst. Dir.:
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director/Sec'y _____

MAILED 23

JAN 21 1974

-FBI

Enclosure

REC-151

67-042461-5311

10 JAN 22 1974

NOTE: Above per Mr. Franck to Mr. Kelley phone call 1-18-74.

JCW:mks (3)

MAIL ROOM ☐

TELETYPE UNIT ☐

Callahan, Nicholas P.
(Mount Clipping in Space Below)

Prosecutor

Gets Federal Award

*Marshall
Watt Jones*

By NEIL RABHEL

Press Staff Writer

Jonathan L. Goldstein, the prosecutor of several top Atlantic City officials, has received the Attorney General's Award for Distinguished Service.

Goldstein was honored "for his leadership in the investigation and prosecution of public officials in Atlantic City and Atlantic County."

Goldstein, 32, is first assistant to Herbert J. Stern, U.S. Attorney for the district of New Jersey. It is expected that

Goldstein will soon replace Stern, who has been nominated for a federal judgeship and will probably leave office early next year.

Seven of the 48,000 Justice Department employees received the Award for Distinguished Service and accompanying \$500 check last week. The department's highest award, the Attorney General's Award for Exceptional Service, was presented to Nicholas P. Callahan, associate director of the Federal Bureau of Investigation.

In addition to the trial of Atlantic City officials, Goldstein also has appeared in court in the government's case against former state Republican chairman Walter Jones. A verdict in that case is expected shortly.

Goldstein is a native New Yorker and a graduate of the University of Pennsylvania and New York University Law School. Except for a two-year stint in the Army, he has been employed by the U.S. Justice Department since leaving law school in 1965.

His first job was in the organized crime section in Washington, D.C., where he and Stern, another newcomer, shared an office.

When Stern was assigned to investigate the Colonial Pipeline case which led to the conviction of several Woodbridge Township officials, Goldstein went with him.

Goldstein became chief of the New Jersey criminal division office when Stern became First Assistant U.S. Attorney. When Stern graduated to the top job in the district of New Jersey, Goldstein moved up as his assistant.

In recent public appearances in Atlantic City, Goldstein has spoken against legalized gambling and in favor of public funds to finance political drives.

Goldstein has also praised The Press for lifting the lid on political corruption in the region.

At present, Goldstein is involved in probes into alleged wrongdoings in Bergen and Mercer counties as well as in investigations of alleged payola and underworld influence in the record industry.

Because he has already been heading these investigations, it is believed that Goldstein's appointment as U.S. Attorney would insure their continuity.

(Indicate page, name of newspaper, city and state.)

21

ATLANTIC CITY PRESS
ATLANTIC CITY, N. J.

Date: 12/16/73

Edition: MORNING

Author:

Editor: CHARLES REYNOLDS

Title:
NICHOLAS P. CALLAHAN,
ASSOCIATE DIRECTOR
SIXTH ANNUAL ATTORNEY
GENERAL'S AWARD

Classification: 67-00-A

Submitting Office NEWARK, N.J.

☐ Being Investigated

File

for

44

(Mount Clipping in Space Below)

Attorney General Award Goes to FBI Official

Nicholas P. Callahan, associate director of the Federal Bureau of Investigation, has received the sixth annual Attorney General's Award for Exceptional Service.

Acting Attorney General Robert H. Bork presented the award



NICHOLAS P. CALLAHAN

and a \$1,000 check to Callahan, who has served with the FBI since 1935.

The second-ranking official of the FBI was selected from among the Justice Department's 48,000 employees to receive its highest award.

Bork also presented 120 other employee awards at the 24th annual awards ceremony. Among those cited were the original three-man Watergate prosecution team in the U.S. Attor-

ney's office in the District of Columbia.

Callahan, 59, was cited for his "long and distinguished service" to the FBI, the Justice Department, and the nation.

"Much of the credit for the FBI's reputation as a thorough, prompt, efficient, well-equipped yet economy-minded law enforcement agency can be credited to Mr. Callahan's outstanding performance of duty," FBI Director Clarence M. Kelley declared in his nomination statement.

A Washington native, Callahan joined the FBI as a clerk and became a special agent in 1939. He worked up through the ranks to become assistant director of the administrative division in 1959, where he served until his promotion to associate director last July 26.

As head of the administrative division, Callahan supervised the FBI's budget and fiscal operations, personnel management system, procurement and property management, and other housekeeping functions.

Among officials receiving the Attorney General's Award for Distinguished Service and \$500 checks was Jonathan L. Goldstein, chief assistant United States attorney for New Jersey, for his leadership in the investigation and prosecution of public officials in Atlantic City and Atlantic County.

Among those receiving the John Marshall Award for specialized legal achievement was Milton C. Branch, an assistant United States attorney for New Jersey.

Assoc. Dir. _____
Asst. Dir.: _____
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Intell. _____
Lab. _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director's Sec'y _____

(Indicate page, name of newspaper, city and state.)

P. 7
The Morning News
& Call
Paterson, N. J.

Date: 12/14/73

Edition: Home

Author:

Editor: Edward Haines

Title: Associate Dir.
Nicholas P. Callahan
Sixth Annual Attorney

Character: General's
or Award

Classification: 67-00-A

Submitting Office Newark, NJ

☐ Being Investigated

8 JAN 8 1974

3/14/74
H. [Signature]

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Walsh

DATE: December 7, 1973

FROM : R. H. Cahill

SUBJECT: AWARDS TO BUREAU EMPLOYEES
ANNUAL AWARDS CEREMONY

12/11/73

Nicholas P. Callahan

Assoc. Dir. _____
Asst. Dir.:
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

In my memorandum to you of 11/27/73, captioned as above, you were advised that I had learned from [redacted] Administrative Division, USDJ, that Mr. Callahan, who is the recipient of the Attorney General's Award for Exceptional Service, would be introduced to the Acting Attorney General by Mr. Kelley. [redacted] advised today that Mr. Kelley will not be called upon to introduce Mr. Callahan and that the introduction would be made by the Associate Deputy Attorney General, Mr. Baise. Further, [redacted] had previously stated that Mr. Kelley would be advised by letter from the Department as to the ceremony. He now states that no such letter will be forthcoming.

Invitations and programs were left by [redacted] and will be distributed to members of the Executives Conference who will be attending the ceremony.

RECOMMENDATION:

None. For information.

Unrecorded Copy filed in

RHC
12/10

EX-111

REC-45

66-16262-450

XEROX
JAN 2 1974

DEC 12 1973

7 JAN 14 1974

88

PERS REC UNIT

RHC:jkb

3761

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date _____

I certify that I have ☐ received ☒ returned the following Government property for official use:

Manual of Rules & Regulations 1105
Manual of Instructions, Vol. I, II, III, IV - 5757
Foreign Operations Policy Manual #20
Defense Plans (Buplans) Manual #132
Inspectors Manual (Field) #593
Inspectors Manual (Foreign Offices) #7
Inspectors Manual (FBIHQ) #41

Keys:

Rm. 5519 & cabinets located therein
Closet in Movement Unit, Rm. 5524
Rm 5505, cabinet containing keys for all locks in Budget Unit
Grand Master Key, Justice Bldg
Rm 331, Old Post Office Bldg, Exhibits Sec
Gymnasium
Chauffer's Room #2
Supply Rm, B-216 & B-217
Rm B-418, Tel Key Cabinet
(8) Fourth floor Master Keys

Supervisors Manual #60
Defense Plans Pilot Plan #74

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

8 DEC 20 1973

69

Very truly yours,

(Signature)

(Typed name) Nicholas P. Callahan

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-18-73

I certify that I have ☐ received ☒ returned the following Government property for official use:

FBI Badge #11814

Det KRL

FILE
3/1 *KRL*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

Nicholas P. Callahan

(Typed name)

Nicholas P. Callahan

5 OCT 1973

THE DIRECTOR

10/16/73

E. W. WALSH

ANNUAL AWARDS CEREMONY

In my memorandum to you of 10/5/73 (attached) it was recommended that we submit the name of Associate Director Nicholas P. Callahan to the Department as our nominee for either the Attorney General's Award for Exceptional Service or Distinguished Service, and this recommendation was approved by you.

There is also attached for your approval at this time a memorandum to the Department submitting our nomination.

If you approve the attached memorandum to the Department, you should sign it and it will, thereafter, be sent to the Executive Secretary, Incentive Awards Board, Room 1230.

Enclosures

EWV:lae
(3)

① Personnel file of Nicholas P. Callahan

Executive Secretary
Incentive Awards Board

October 18, 1973

Director, FBI

**ANNUAL AWARDS CEREMONY;
NOMINATION OF ASSOCIATE DIRECTOR
NICHOLAS P. CALLAHAN
FOR THE ATTORNEY GENERAL'S
AWARD FOR EXCEPTIONAL SERVICE**

Reference is made to Department of Justice memorandum of September 18, 1973, captioned "Annual Awards Ceremony."

Biographical Data:

Born on December 26, 1913, in Washington, D. C., Mr. Callahan received his education in this city and graduated from Benjamin Franklin University with a Bachelor of Commercial Science degree in 1937. He joined the FBI in a clerical capacity on March 4, 1935, and, thereafter, served in the Identification Division until his appointment as a Special Agent on June 26, 1939.

After completing New Agents' Training, Mr. Callahan was assigned to the FBI Field Division in Dallas, Texas, and later to the Field Divisions in Newark, New Jersey; Baltimore, Maryland; and Philadelphia, Pennsylvania. He also served as a Special Agent-Supervisor at FBI Headquarters on two occasions during World War II.

In September, 1946, he was designated Number One Man to the Assistant Director of the Administrative Division; in January, 1948, he was promoted to the rank of Inspector; and in December, 1959, he was elevated to the position of Assistant Director of the Administrative Division. Mr. Callahan served in this position with great distinction until July 2, 1973, when he was promoted to Associate Director of the FBI.

Mr. Callahan and his wife have three children and seven grandchildren.

EWV:lae(5)

① Personnel file of
Nicholas P. Callahan

Cover memo 10/16/73 E. W. Walsh to the Director
captioned Annual Awards Ceremony - EWW:lae

**Executive Secretary
Incentive Awards Board**

During the course of his service with the FBI, Mr. Callahan has been commended extensively, has received the rating of Outstanding on all annual performance ratings for the past 11 years, and has earned other forms of special recognition, including incentive awards for superior performance.

The dates of Mr. Callahan's most exceptional service are from December 30, 1959, when he became Assistant Director of the Administrative Division, to the present, in his capacity as Associate Director.

Achievements of the Nominee:

As Assistant Director of the Administrative Division, Mr. Callahan had the immediate responsibility of coordinating and overseeing all budget and fiscal matters of the Bureau; and in this respect, he insured that good business practices were followed and that the techniques of efficient corporate management were adhered to in all areas of the Bureau's operations. Much of the credit for the FBI's reputation as a thorough, prompt, efficient, well-equipped yet economy-minded, law enforcement agency can be credited to Mr. Callahan's outstanding performance of duty as Assistant Director and Associate Director.

The FBI's centralized personnel management system also has been under Mr. Callahan's direct supervision since 1959. This includes responsibility for the hiring, placement, promotion, transfer, and other forms of personnel action involving all employees (totaling nearly 20,000) assigned to the 123 Divisions at FBI Headquarters and the 59 Field Divisions throughout the United States, as well as in San Juan, Puerto Rico.

In addition, since 1959 Mr. Callahan has been responsible for all procurement and property management operations and procedures at FBI Headquarters and throughout the 59 Field Divisions. One aspect of this responsibility, alone, requires that he supervise contract negotiations for space occupied by the FBI's 59 Field Divisions and its more than 400 Resident Agencies.

**Executive Secretary
Incentive Awards Board**

Since 1959, Mr. Callahan also has been in charge of the Bureau's printing and duplicating operations, as well as the preparation of visual and graphic presentations, including special charts and exhibits used at trials of cases investigated by the FBI.

In his capacity as Assistant Director, he was responsible for the FBI's close and effective liaison with numerous Federal agencies, including the Office of Management and Budget, the General Services Administration, the Bureau of Standards, the Civil Service Commission, and the General Accounting Office, as well as with the Appropriations Committee of both the Senate and House of Representatives. As Associate Director, he continues to handle such important personal contacts and he represents the Director in top-level liaison assignments of a highly delicate nature.

In handling these diverse responsibilities, Mr. Callahan has displayed competency, ingenuity, enthusiasm, versatility, and insight that indeed exemplify the highest standards of public service. As the investigative arm of the Department of Justice, the FBI is charged with the responsibility of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed by law or Executive directive. The FBI has jurisdiction over some 185 Federal investigative matters. This involves work in the criminal, security and civil fields. In addition, consistent with its Federal authority, the FBI also renders a variety of cooperative services to other law enforcement agencies throughout the Nation, including scientific examinations of evidence, comparisons and identifications of fingerprints, special computerized information services, police training assistance, and dissemination of criminal intelligence data to other authorities. Mr. Callahan has greatly enhanced the FBI's performance and effectiveness in each of these areas by the diligent and inspiring manner in which he has carried out all of his assigned duties.

The contributions made by Mr. Callahan to the public image of the FBI as an efficient and impartial law enforcement agency dedicated to the ideals of liberty, equality, and justice cannot be overestimated.

**Executive Secretary
Incentive Awards Board**

He has been tireless and selfless in serving the American people--often at a personal sacrifice not only to himself but to his family.

Throughout Mr. Callahan's 38 years as a valued employee of the FBI, he has been constantly alert to means of improving operations, streamlining procedures, and effecting economies. Highly intelligent, analytical, uniquely blessed with executive talent and administrative prowess, he has constantly exhibited the unerring ability to produce extraordinary results in an absolute minimum of time while under the heavy pressures and demands of fast-breaking cases and other short-deadline assignments.

Mr. Callahan faces each task forthrightly and with indomitable enthusiasm. His counsel and advice are widely sought and have materially benefited Bureau personnel at all levels in the handling of all types of FBI operations.

Proposed Citation:

"To Nicholas P. Callahan, in grateful appreciation and deserved recognition of long and distinguished service to the Federal Bureau of Investigation, the Department of Justice, and the American People."

I strongly recommend Mr. Nicholas P. Callahan for the Attorney General's Award for Exceptional Service for his many achievements on behalf of the FBI and the Department of Justice. In the event Mr. Callahan cannot be favorably considered for this award, I respectfully request that he be considered for the Attorney General's Award for Distinguished Service. I heartily recommend that Mr. Callahan be afforded an appropriate cash award.

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 9/11/73

I certify that I have ☒ received ☐ returned the following Government property for official use:
from QUANTICO:

M49

Rec'd S & W ~~RECEIVED BY AND FOR POLICE~~ REVOLVER # 813J17
HOLSTER AND ADAPTER

COLT OFFICIAL POLICE REVOLVER #
HOLSTER AND ADAPTER

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

8 DEC 20 1973

Very truly yours,

(Signature)

(Typed name)

Nicholas P. Callahan

EMPLOYMENT AGREEMENT

As consideration for employment in the Federal Bureau of Investigation (FBI), United States Department of Justice, and as a condition for continued employment, I hereby declare that I intend to be governed by and I will comply with the following provisions:

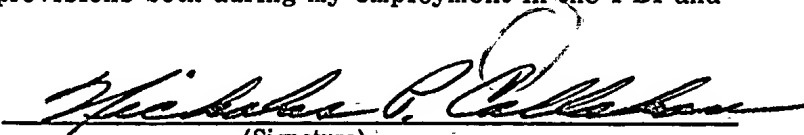
(1) That I am hereby advised and I understand that Federal law such as Title 18, United States Code, Sections 793, 794, and 798; Order of the President of the United States (Executive Order 11652); and regulations issued by the Attorney General of the United States (28 Code of Federal Regulations, Sections 16.21 through 16.26) prohibit loss, misuse, or unauthorized disclosure or production of national security information, other classified information and other nonclassified information in the files of the FBI;

(2) I understand that unauthorized disclosure of information in the files of the FBI or information I may acquire as an employee of the FBI could result in impairment of national security, place human life in jeopardy, or result in the denial of due process to a person or persons who are subjects of an FBI investigation, or prevent the FBI from effectively discharging its responsibilities. I understand the need for this secrecy agreement; therefore, as consideration for employment I agree that I will never divulge, publish, or reveal either by word or conduct, or by other means disclose to any unauthorized recipient without official written authorization by the Director of the FBI or his delegate, any information from the investigatory files of the FBI or any information relating to material contained in the files, or disclose any information or produce any material acquired as a part of the performance of my official duties or because of my official status. The burden is on me to determine, prior to disclosure, whether information may be disclosed and in this regard I agree to request approval of the Director of the FBI in each such instance by presenting the full text of my proposed disclosure in writing to the Director of the FBI at least thirty (30) days prior to disclosure. I understand that this agreement is not intended to apply to information which has been placed in the public domain or to prevent me from writing or speaking about the FBI but it is intended to prevent disclosure of information where disclosure would be contrary to law, regulation or public policy. I agree the Director of the FBI is in a better position than I to make that determination;

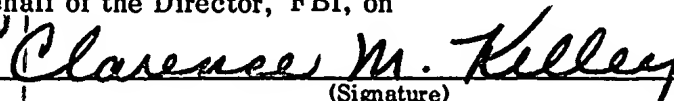
(3) I agree that all information acquired by me in connection with my official duties with the FBI and all official material to which I have access remains the property of the United States of America, and I will surrender upon demand by the Director of the FBI or his delegate, or upon separation from the FBI, any material relating to such information or property in my possession;

(4) That I understand unauthorized disclosure may be a violation of Federal law and prosecuted as a criminal offense and in addition to this agreement may be enforced by means of an injunction or other civil remedy.

I accept the above provisions as conditions for my employment and continued employment in the FBI. I agree to comply with these provisions both during my employment in the FBI and following termination of such employment.


(Signature)

Witnessed and accepted in behalf of the Director, FBI, on


(Signature)

8/27 OCT 5 1973

(21)

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

8/2/73

I certify that I have ☐ received ☐ returned the following Government property for official use:

Received Official Parking Permit #05904

Returned Official Parking Permit #01458

(Signature)

FILE
3/

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

(Signature)

(Typed name)

N. P. Callahan

67-101-100000-100000

10 SEP 6 1973

20

Assistant Attorney General
for Administration
Director, FBI

August 1, 1973.

**PROCUREMENT AUTHORITY
AND RESPONSIBILITY**

In line with the requirements set forth in Department of Justice Memorandum No. 750, dated May 7, 1971, on captioned matter, you are hereby advised that the following name should be added to the list of currently designated Contracting Officers for the FBI:

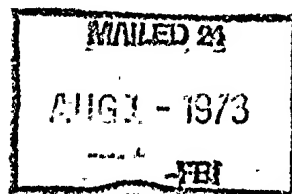
<u>Name</u>	<u>Grade</u>	<u>Title</u>
Eugene W. Walsh	GS-17	Acting Assistant Director, Administrative Division

Please note the following change as to previously designated Contracting Officers for the FBI:

<u>Name</u>	<u>Grade</u>	<u>Title</u>
Nicholas P. Callahan	From: GS-18	Assistant Director, Administrative Division

To: Executive Level IV Associate Director

1 - [Redacted]
1 - Mr. Green



REC-9

66-19124-90 b6

22 AUG 2 1973

Assoc. Dir. _____
Asst. Dir.: _____
Admin. _____
Comp. Syst. _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Cong. Serv. _____
Corr. & Crm. _____
Research _____
Press Off. _____
Telephone Rm. _____
Director Sec'y _____

NOTE: Departmental instructions require that the Assistant Attorney General for Administration be provided with an up-to-date list of designated Contracting Officers in all Bureaus and Agencies within the Department

MAIL ROOM ☒ TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

7/30/73

I certify that I have ☐ received ☐ returned the following Government property for official use:

SPECIAL AGENT CREDENTIAL CARD WITH CASE # 2
COLOR OFF OF DIR, Associate Director

RETURNED

OLD SPECIAL AGENT CREDENTIAL CARD WITH CASE # 9
Assistant Director

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

N. P. Callahan

(Typed name)

N. P. Callahan

67-NOT RECORDED

3 AUG 30 1973

148

FILE
3/1/74

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date July 30, 1973

I certify that I have ☒ received ☐ returned the following Government property for official use:

✓MANUAL OF RULES AND REGULATIONS # 1
✓MANUAL OF INSTRUCTIONS #706
✓SUPERVISORS MANUAL # 212
✓TIME AND ATTENDANCE MANUAL # 202
✓FOREIGN OPERATIONS POLICY MANUAL # 13
✓SOG INSPECTOR'S MANUAL # 2

3/11

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

RECORDED

8 DEC 20 1973

Very truly yours,

(Signature)

(Typed name)

Nicholas P. Callahan

NOTIFICATION OF PERSONNEL ACTION

(FOR AGENCY USE)

1. NAME (CAPS) LAST-FIRST-MIDDLE CALLAHAN, NICHOLAS P.		MR.—MISS—MRS. (MR)	2. (FOR AGENCY USE)	3. BIRTH DATE (Mo., Day, Year) 12-26-13	4. SOCIAL SECURITY NO. 577-60-0865
5. VETERAN PREFERENCE 1 1—NO 3—10 PT. DISAB. 5—10 PT. OTHER 2—5 PT. 4—10 PT. COMP.			6. TENURE GROUP	7. SERVICE COMP. DATE	
9. FEGLI 1—COVERED (Regular only—declined Optional) 2—INELIGIBLE 3—WAIVED 4—COVERED (Reg. & Opt.)			10. RETIREMENT 1—CS 3—FS 5—OTHER 2—FICA 4—NONE		11. (FOR CSC USE)
12. CODE NATURE OF ACTION PROMOTION			13. EFFECTIVE DATE (Mo., Day, Year) 7-26-73		14. CIVIL SERVICE OR OTHER LEGAL AUTHORITY EXCEPTED BY LAW
15. FROM: POSITION TITLE AND NUMBER Assistant Director 115			16. PAY PLAN AND OCCUPATION CODE GS	17. (a) GRADE OR LEVEL 18	(b) STEP OR RATE 1
18. SALARY \$36,000 pa					
19. NAME AND LOCATION OF EMPLOYING OFFICE Administrative Division Washington, D. C.					
20. TO: POSITION TITLE AND NUMBER Associate Director 020			21. PAY PLAN AND OCCUPATION CODE	22. (a) GRADE OR LEVEL Lv. IV	(b) STEP OR RATE
23. SALARY \$38,000 pa					
24. NAME AND LOCATION OF EMPLOYING OFFICE Associate Director's Office Washington, D. C.					
25. DUTY STATION (City—county—State)					26. LOCATION CODE
27. APPROPRIATION S. & E., FBI			28. POSITION OCCUPIED 1—COMPETITIVE SERVICE 2 2—EXCEPTED SERVICE		
			29. APPORTIONED POSITION FROM: 1—PROVED-1 2—WAIVED-2 TO: STATE		

30. REMARKS: ☐ A. SUBJECT TO COMPLETION OF 1 YEAR PROBATIONARY (OR TRIAL) PERIOD COMMENCING
☐ B. SERVICE COUNTING TOWARD CAREER (OR PERMANENT) TENURE FROM: ☐ C. DURING PROBATION
SEPARATIONS: SHOW REASONS BELOW, AS REQUIRED CHECK IF APPLICABLE: ☐

Basis for this position is Title 5, U.S.C., Section 5315.

This promotion is temporary and will remain in effect only for duration of present assignment.

67-NOT RECORDED
14 AUG 10 1973

C. M. Kelley
Director

31. DATE OF APPOINTMENT AFFIDAVIT (Accession only)		34. SIGNATURE (Or other authentication) AND TITLE	
32. OFFICE MAINTAINING PERSONNEL FOLDER (If different from employing office)			
33. CODE DJ 02	EMPLOYING DEPARTMENT OR AGENCY FEDERAL BUREAU OF INVESTIGATION WASHINGTON, D. C. 20535	35. DATE	

April 12, 1974

PERSONAL

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

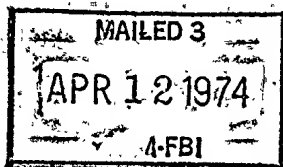
The exemplary manner in which you have carried out your responsibilities during the past year has warranted an Outstanding performance rating which I have approved for you. You may retain the original of this rating which is enclosed.

Additionally, I am pleased to inform you that I have granted to you an incentive award in the amount of \$500.00 for your superior leadership at FBI Headquarters and the check which represents this well-deserved award will be forwarded to you at a later date. You have continually displayed a high degree of loyalty and dedication to the Bureau. I want you to know of my gratitude for your extremely valuable assistance to me this past year.

Sincerely yours,

Clarence

Clarence M. Kelley
Director



Enclosure

1 - [redacted] (Sent Direct)

JAB:cab. cab

(4) Award #1438-74

Based on memo E. W. Walsh to Mr. Kelley. 4-10-74, GOW:jab.

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

MAIL ROOM ☒

TELETYPE UNIT ☐

8 APR 19 1974

aw

REC-135
187
11 ST VA
RECEIVED

b6

(Mount Clipping in Space Below)

Nicholas P. Callahan

(FBI official, others honored

The associate director of the Federal Bureau of Investigation, the chief assistant U.S. attorney for the District of New Jersey, and the assistant U.S. attorney for New Jersey were among recipients of special U.S. attorney general office awards during the holiday season.

Nicholas P. Callahan, the associate director of the FBI received the sixth annual attorney general's award for exceptional service and a check for \$1,000.

Jonathan L. Goldstein, chief assistant U.S. attorney for New Jersey was among seven who received \$500 awards. Goldstein was commended for his leadership in the investigation and prosecution of public officials in Atlantic City and Atlantic County, while Milton C. Branch, an assistant U.S. attorney for New Jersey was the recipient of one of four John Marshall awards for specialized legal achievement.

Branch received the honor in the trial of litigation category.

Callahan, a native of Washington, D.C., joined the FBI as a clerk and became a special agent in 1939. He worked up through the ranks to become assistant director of the administrative division in 1959, and he served there until his promotion to assistant direc-



NICHOLAS P. CALLAHAN

tor last summer. Callahan's daughter, Mrs. Joseph Lamb, resides in Somerset.

The six who received the distinguished service awards with Goldstein were active in special investigations in Florida, in Colorado and in gaining the conviction of the first high-jacker who parachuted from an airline.

Special commendation awards were presented to 109 other department employees, including three assistants who handled the original Watergate investigations and prosecutions.

Assoc. Dir. ☒
 Asst. Dir.: ☒
 Admin. ☒
 Comp. Syst. ☒
 Ext. Affairs ☒
 Files & Com. ☒
 Gen. Inv. ☒
 Ident. ☒
 Inspection ☒
 Intell. ☒
 Laboratory ☒
 Plan. & Eval. ☒
 Spec. Inv. ☒
 Training ☒
 Legal Coun. ☒
 Telephone Rm. ☒
 Director Sec'y ☒

(Indicate page, name of newspaper, city and state.)

Page 10

"The News Tribune"

Woodbridge,
New Jersey

67-NOV RECORDED-7

Date: January 3, 1974

Edition: Late Final

Author:

Editor: HOWARD E. ALEXANDER

Title: NICHOLAS P.

CALLAHAN,
ASSOCIATE DIRECTOR

Character: FBI

or 67-00-A

Classification:

Submitting Office: Newark

☐ Being Investigated

7 JAN 25 1974 45

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Kelley

DATE: April 10, 1974

FROM : E. W. Walsh *EW*

SUBJECT: NICHOLAS P. CALLAHAN
ASSOCIATE DIRECTOR
OUTSTANDING ANNUAL PERFORMANCE RATING

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Admin. Serv. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

Pursuant to your instructions attached is an original and a copy of an Outstanding annual performance rating for Mr. Callahan covering his services for the period April 1, 1973, to March 31, 1974.

Upon approval of this rating, Mr. Callahan will be given the original of this rating and be entitled to an incentive award in the amount of \$500.00.

RECOMMENDATION:

That you, as Approving Official, sign the original of this rating.

Enclosures (2) - *sent 4-12-74 K*

GOW:jab
(2)

REC-133

Letter prepared 4-12-74 JAB: cab

ENCLOSURE

67-074961-503
10 181 31

9 APR 24 1974

135

3

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: NICHOLAS P. CALLAHAN

Where Assigned: Associate Director's Office

(Division)

(Section, Unit)

Official Position Title and Grade: Associate Director

Rating Period: from 4-1-73 to 3-31-74

ADJECTIVE RATING: OUTSTANDING
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by:

Signature

Title

Date

Reviewed by:

Signature

Title

Date

Rating Approved by:

Signature

Director

Title

4-1-74

Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REC-132

67-043961-504
Search
10 APR 23 1974

9 APR 24 1974

52

THREE

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 6-19-74

I certify that I have ☐ received ☐ returned the following Government property for official use:

RECEIVED

Official Parking Permit #05776

RETURNED

+ Official Parking Permit #05904

*altering prop
file*

FILE
31 JUN 1974

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

Very truly yours,

(Signature)

N. P. Callahan

(Typed name)

Nicholas P. Callahan

67

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

5 JUN 21 1974

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

5-24-74

I certify that I have ☐ received ☐ returned the following Government property for official use:

Received Parking permit #4

Returned Parking permit #82

destroyed

FILE

3/ fke

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY.

NOT RECORDED

8 MAY 20 1974

Very truly yours,

(Signature)

(Typed name)

N. P. Callahan

June 25, 1974

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

An all-day conference of key FBI personnel has been scheduled for Monday, July 8, 1974, to be held at the Washington Hilton Hotel, 1919 Connecticut Avenue, Northwest, Washington, D. C. I would like to have you attend unless circumstances beyond your control prevent you from being there.

The conference will convene at the hotel and commence with an 8:00 a.m. breakfast and continue through the day until 4:30 p.m. There will be a luncheon at the hotel.

You will find enclosed a copy of the agenda setting forth the topics which will be covered at this conference. Please start giving some thought to these topics so that we can have a meaningful discussion on the day of the conference.

Sincerely,
Clarence

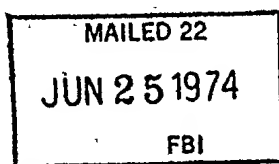
7045961-505

DEC-144

2 2 1974 3

Enclosure

JBA:DW
(2)



Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

MAIL ROOM ☒

TELETYPE UNIT ☐

Jm

ml

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. McDermott

DATE: 8-27-74

FROM : Mr. Heim

SUBJECT: BIOGRAPHICAL ENTRY ON
ASSOCIATE DIRECTOR
NICHOLAS P. CALLAHAN
IN "WHO'S WHO IN GOVERNMENT"

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.:
Adm. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

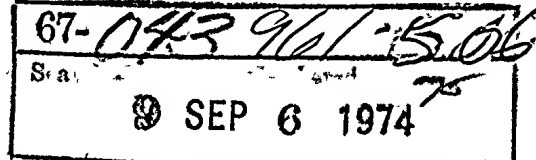
We have received the galley proof of Mr. Callahan's biographical entry to be included in the second edition of "Who's Who In Government" for any changes necessary.

The 1972-73 edition of this publication contains an entry on Mr. Callahan.

The entry has been reviewed and Mr. Callahan's title as Associate Director added thereto.

RECOMMENDATIONS:

REC-134



- 1) That Mr. Callahan's signature be affixed on entry..

ENCLOSURE

- 2) That entry as corrected be returned to the publisher in attached envelope.

Enclosures

- 1 - Mr. Callahan - Enclosure
- 1 - Mr. McDermott

JVA:mlr (5)

8 SEP 11 1974

Who's Who in Government, Second Edition, 1975-1976

SPECIAL BIOGRAPHEES
DISCOUNT ORDER FORM

Biographee Reference

G A C 

I wish to order _____ copy(ies) of WHO'S WHO IN GOVERNMENT, Second Edition, at the special biographees discount price shown below. 30140.

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*Orders invoiced on delivery will carry an additional charge of \$1.50 per volume for postage and handling.

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your name: _____

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Address for
shipping: _____

Number

Street

City

State

Zip Code

Address for billing: _____

Number

Street

City

State

Zip Code

For business or professional use,
this book is tax deductible

Marquis Who's Who, Inc.
200 East Ohio Street
Chicago, IL 60611

2017

OF

- 10 Callahan, Nicholas Peter, ofcl. FBI; b. Washington, Dec. 26,
 11 1913; s. Stephen Benjamin and Helen R. (Hancock) C.; B.C.S., Benjamin
 12 Franklin U., 1937; m. Lillian Christine Pepper, Jan. 2, 1936;
 13 children: [REDACTED] [REDACTED] b6
 14 [REDACTED] With FBI, 1935-9, insp., 1948, asst. dir. charge adminstrv.
 15 div., 1959-60. *Associate Director, 1973-8* Recipient award for exceptional ser. U.S. Atty. Gen.,
 16 1973. Home: # 5611 Chesterbrook Rd Washington DC 20016
 17 Office: FBI 9th and Pennsylvania Av NW Washington DC 20535

FOR OFFICE USE ONLY

Marquis Who's Who exercises the greatest care in proofing, editing, and otherwise handling data submitted to it. Biographical sketches, which are based on information submitted by nominees, are edited by Marquis Who's Who and in most cases returned to the nominees for checking as to accuracy. Notwithstanding Marquis Who's Who efforts, errors in publication while rare, may occur. In event of such errors, the sole responsibility of Marquis Who's Who will be to take reasonable steps to correct such errors in succeeding editions of the publication.

EN

Please sign and date this form to assure the editors
 that your personal data have been checked at first hand.

Signature

Date

Who's Who in Government

Galley Proof

GAC

Marquis Who's Who, Inc.
200 East Ohio Street
Chicago, Illinois 60611, U.S.A.

Here is the galley proof of your biography, scheduled to be included in the Second Edition of WHO'S WHO IN GOVERNMENT. We would appreciate your checking it carefully in order to verify that the facts are correct and up-to-date. Print or write clearly—in the sketch—any important corrections and additions. Do not abbreviate; avoid rewriting and minor changes. Whether or not changes are necessary, please return this proof in the enclosed envelope within ten days.

FOR
OFFICE
USE ONLY #3 1 2 4 5 01

#1002017IN1011

DEADLINE FOR
RETURN:

Ten days from
Date of receipt

Nicholas Peter Callahan
5611 Chesterbrook Rd
Washington DC 20016

SUBSCRIPTION
OFFER:

See biographee on
form, offering special
discount rates in re-
sponse to your coopera-
tion in supplying pers-
onal data and check
proofs.

Please check the accuracy of your address and note any changes.

2017

- 10 Callahan, Nicholas Peter, ofcl. FBI; b. Washington, Dec. 26,
11 1913; s. Stephen Benjamin and Helen R. (Hancock) C.; B.C.S., Benjamin
12 Franklin U., 1937; m. Lillian Christine Pepper, Jan. 2, 1936;
13 children= [redacted] b6
14 [redacted] With FBI, 1935=, insp., 1948, asst. dir. charge adminstrv.
15 div., 1959- Associate Director, 1973-
16 1973. Home: # 5611 Chesterbrook Rd Washington DC 20016
17 Office: FBI 9th and Pennsylvania Av NW Washington DC 20535

Who's Who in America

Marquis Who's Who, Inc.
200 East Ohio Street
Chicago, Illinois 60611
312:787 2008

1898 - Our Seventy-Sixth Year - 1974

Dear Biographee:

I have enclosed for your perusal a galley proof of your biographical sketch exactly as it is scheduled to appear in the Second Edition of WHO'S WHO IN GOVERNMENT. Please check the galley carefully, making only the most necessary revisions, and return it to us as soon as possible whether or not there are any changes. I would be grateful if you would keep in mind that the compilative phase of our work on this book is nearing completion and that it is difficult for us to make major corrections at this stage. Therefore, please limit your changes to those that are of significance.

Over the years, Marquis Who's Who, Inc. has developed a reputation for accuracy and efficiency in the production of biographical reference works. It is mainly through the cooperation of our biographees, in providing us with current and accurate biographical data, that we have gained that reputation. Accordingly, we would like to thank you once again for the help you have given us.

May I call your attention to the preferential prepublication discount rates (a tangible means we use of expressing our appreciation for your help), which we extend to biographees. Although the Second Edition of WHO'S WHO IN GOVERNMENT lists for \$52.50, as a biographee you are entitled to obtain it for \$39.40, when payment accompanies your order, or \$44.60, if you prefer to be invoiced upon delivery.

If you order now, you will also receive a handsome certificate identifying you as a biographee of WHO'S WHO IN GOVERNMENT. The certificate measures 8 inches by 10 inches and it is printed on high-quality parchment-like stock. This certificate is yours at no extra charge when you reserve your copy of WHO'S WHO IN GOVERNMENT, Second Edition.

*See memo
Hear to
me 8/27/74*

(over please)

COMMUNICATIONS SECTION

AUG 26 1974

TELETYPE

Comp. Sec.	
Ext. Aff.	
Files & Com.	
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Plan. & Eval.	
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Training	
Legal Coun.	
Telephone Rm.	
Director Sec'y	

FTB014 1149AM 8-26-74 JTG

STATE 361

1:30 PM URGENT 8/26/74 EC

TO DIRECTOR (94-1-2061) NR 170-26

ATTENTION: FOREIGN LIAISON DESK

FROM LEGAT PARIS (94-4) 1P

INTERPOL

INTERPOL GENERAL ASSEMBLY, CANNES, FRANCE, SEPTEMBER 19 THROUGH 25,
1974.

REBUCAB AUGUST 20, 1974.

ON AUGUST 22, 1974, JEAN NEPOTE, SECRETARY GENERAL, INTERPOL HEADQUARTERS, ST. CLOUD, FRANCE WAS ADVISED OF THE CONTENT OF REFERENCED CABLE. ON AUGUST 26, 1974 LEGAT PERSONALLY MET WITH NEPOTE AT INTERPOL HEADQUARTERS TO DISCUSS THE CAPTIONED ASSEMBLY. ON BOTH OCCASIONS NEPOTE EXPRESSED HIS GREAT SATISFACTION IN HAVING THE DIRECTOR APPOINT ASSOCIATE DIRECTOR N. P. CALLAHAN TO REPRESENT THE FBI AT THE CAPTIONED ASSEMBLY. A COMPLETE SET OF AGENDA PAPERS INCLUDING PROGRESS REPORTS TO BE DISCUSSED AT CAPTIONED ASSEMBLY, IN THE ENGLISH LANGUAGE, WERE OBTAINED AND ARE BEING FORWARDED TO BUREAU BY NEXT POUCH. UPON RECEIPT THIS MATERIAL SHOULD BE FURNISHED FOR INFORMATION PURPOSES TO ASSOCIATE DIRECTOR CALLAHAN.

END

DKS JB

REC-52

94-1-2061-1585

EX-103
3rd Sec

Rm. 1003 S&D

15 SEP 17 1974

5- Bern...
Bennett

PERS. REC. UNIT

5 SEP 16 1974

- 1 - Mr. N. P. Callahan
- 1 - Mr. J. B. Adams
- 1 - Mr. W. R. Wannall
- 1 - Mr. H. A. Boynton, Jr.
- 1 - Mr. R. A. Bermingham

8/23/74

LEGAT, Beirut

Director, FBI

PERS REC UNIT

INTERNATIONAL CRIMINAL POLICE
ORGANIZATION (INTERPOL)

The 43rd General Assembly of INTERPOL will be held in Cannes, France, from September 19 through September 25, 1974. Mr. Nicholas P. Callahan, Associate Director, has been designated to attend as a delegate. Legal Attache, Paris, France, will also attend as an observer. Legal Attache, Paris, will thereafter submit a summary of pertinent developments of interest to the Bureau.

Legats receiving copies of this letter should furnish FBIHQ and Legat, Paris, any comments or observations which would be helpful, including comments concerning representatives from their territory who are particularly cooperative with the Bureau and who should be shown courtesies by Legat, Paris. Bear in mind the fact that Legat, Paris', activities in this respect will be limited as he is not headquartered in Cannes.

2 - All Legal Attaches

RAB:jcp/ldf
(40)

REC-994-1-2061-1579

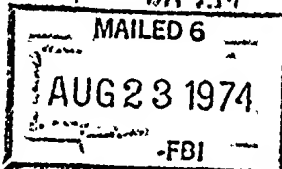
ST-112

21 AUG 26 1974

NOTE:

See Boynton to Wannall memorandum dated 8/6/74 entitled, "INTERPOL General Assembly, Cannes, France, 9/19 - 25/74," which secured the Director's approval for the above representation.

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.:
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Spec. Inv. _____
Training _____
Telephone Rm. _____
Director Sec'y _____



8 AUG 30 1974

MAIL ROOM ☐

TELETYPE UNIT ☐

PERS. REC. UNIT

1 - Mr. N. P. Callahan
1 - Mr. J. B. Adams
1 - Mr. W. R. Wannall
1 - Foreign Liaison Unit

August 14, 1974

1 - Mr. H. A. Boynton, Jr.

PERS. REC. UNIT

EX-101
REC-74 94-1-2061-1578
Honorables David R. Macdonald
Assistant Secretary
Enforcement, Operations and
Tariff Affairs
Room 3448
Department of the Treasury
Washington, D. C. 20220

Dear Mr. Macdonald:

I was indeed pleased to receive your invitation to serve as a delegate on the United States Delegation to the Interpol General Assembly which is to be held in Cannes, France. Regrettably, prior commitments preclude my attendance at the Assembly during the period of September 19 through 25, 1974.

In past years, we have designated an observer to attend Interpol General Assemblies. This year, I intend to designate Mr. Nicholas P. Callahan, Associate Director, as a delegate and Mr. Vadja V. Kolombatovic, our Legal Attache in Paris, as an observer.

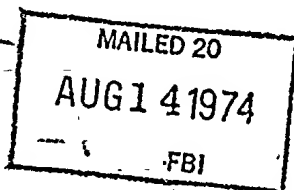
Again thank you for the invitation, and perhaps sometime in the future I will be able to avail myself of the opportunity to attend an Interpol General Assembly.

Sincerely yours,

G. M. Kelley

Clarence M. Kelley
Director

cc. Dir. _____
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p. AD Inv. _____
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HAB:ifc
(7)

SEE NOTE ON PAGE 2.

8 AUG 28 1974

37

MAIL ROOM ☐

TELETYPE UNIT ☐

PROTECTED
SEARCH ROOM

Honorable David R. Macdonald

NOTE:

We have been represented at 12 previous General Assemblies of Interpol by our Legal Attaches, acting as observers. With the continued growth and influence of Interpol on the international scene, it is felt that the Bureau should take a more active interest in the Interpol General Assembly.

RECEIVED
DEPT. OF JUSTICE
NOV 12 10 11 AM '36

1 - Mr. H. A. Boynton, Jr.
1 - Mr. R. A. Bermingham

September 6, 1974

BY LIAISON

PLS. REC. UNIT

Miss Frances G. Knight
Director, Passport Office
Bureau of Security and Consular Affairs
Department of State
1425 K Street, Northwest
Washington, D. C.

Dear Miss Knight:

Mr. Nicholas P. Callahan, Associate Director of this Bureau, is scheduled to travel to France on September 15, 1974, on official business. Mr. Callahan was born on December 26, 1913, at Washington, D. C. He will be accompanied by his wife, Mrs. Lillian Pepper Callahan who was born on October 19, 1913, at Washington, D. C.

REC-135

67-843961-507

Mr. and Mrs. Callahan are applying for Diplomatic Passports to be used in connection with this assignment. It will be appreciated if you would furnish these passports to my liaison representative who will ensure their delivery to Mr. and Mrs. Callahan.

Sincerely yours,

1 - Foreign Liaison Unit
(detached)

Clarence M. Kelley
Director

RAB:mam
(8) mam

SEP 11 1974

Assoc. Dir. _____

Dep. AD Adm. _____

Dep. AD Inv. _____

Asst. Dir.: _____

Admin. _____

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Laboratory _____

Legal Coun. _____

Plan. & Eval. _____

Spec. Inv. _____

Training _____

Telephone Rm. _____

Director Sec'y _____

NOTE:

Hand delivered 9/10/74

Mr. Callahan is scheduled to represent the Bureau at an Interpol conference in Cannes, France. In order to obtain the necessary passports the above letter is necessary.

9

SEP 17 1974

MAIL ROOM ☒

TELETYPE UNIT ☐

HB
WKS

WKS
TPS

He

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Walsh

DATE: February 10, 1975

FROM :

[Redacted]

SUBJECT: NICHOLAS P. CALLAHAN
Associate Director
Married, 3 Children
SERVICE AWARD MATTER
40th Anniversary 3-4-75

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir. _____
Admin. _____
Comp. Syst. _____
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Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director's Sec'y _____

TEA [Signature]
Confirmed with [Signature]
11 AM
3/4/75
edm

Set [Signature] P. [Signature]

Associate Director Nicholas P. Callahan will complete 40 years of FBI service on 3-4-75.

He is presently in Level IV, \$38,000.

In view of his 40 years of service, he will receive a 40-Year Service Award Key Cluster. It has also been our practice in the past to purchase a watch which is paid for from funds of the FBI Recreation Association, which watch is suitably engraved in commemoration of the occasion. A suitably engraved Key Cluster has been ordered.

b6

RECOMMENDATIONS:

1. That this memorandum be forwarded to Mr. Kelley in order that he might indicate when it would be convenient for him to present Mr. Callahan's letter, Key Cluster and watch.

REC-139

67-043961-508

2. That, in accordance with past practices, a watch be purchased from FBIRA funds for Mr. Callahan's 40th Anniversary.

A suggested letter is attached for Mr. Kelley's signature.

TEA:smt
(6)

1 - [Redacted] (Sent Direct)
1 - Mr. Green (Sent Direct)

1 - Mr. Dunphy (Sent Direct)
1 - Telephone Room (Sent Direct)

REMOVED BY SP1
9 FEB 23 1975

10 MAR 5 1975

3/ [Signature]

December 19, 1974

Mr. Nicholas P. Callahan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Callahan:

In accordance with the procurement authority delegated to me by the Assistant Attorney General for Administration in his memorandum number 750 dated May 7, 1971, I hereby delegate to you the authority to enter into, modify, administer, and terminate contracts and purchase orders for personal property and nonpersonal services (including construction), and to make related determinations and findings and to settle termination claims.

Federal Procurement Regulations and Department of Justice Regulations must be adhered to in exercising this authority.

Sincerely, yours,

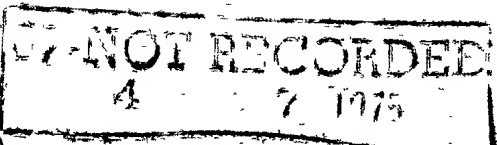
Clarence M. Kelley
Director

FLC:lsk

(4)

1-Personnel File of Mr. Nicholas P. Callahan

Based on memo Walsh to Jenkins; 12/10/74; FLC:lsk.



UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Gebhardt

DATE: October 15, 1974

FROM : R. J. Gallagher

- 1 - Mr. Callahan
 - 1 - Mr. Gebhardt
 - 1 - Mr. Gallagher
 - 1 - Mr. Wannall
- (Mr. Boynton)

SUBJECT: VISIT TO LEGAL ATTACHE'S OFFICE
HONG KONG

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir. _____
Admin. _____
Comp. Syst. _____
Ext. Aff. _____
Files & Com. _____
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Plan. & Eval. _____
Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

Nicholas P. Callahan

On October 9, 1974, while on a vacation trip to Hong Kong, I visited Brian Slevin, Commissioner of the Royal Hong Kong Police Department. I was accompanied by our Legal Attache, [redacted]. Commissioner Slevin had just returned from the Interpol convention in Cannes, France.

Commissioner Slevin had Patrick Clancy, Acting Director of the Counterintelligence Division of the Royal Hong Kong Police, join the conversation. He said he wanted the Director to know that he was delighted to have Legat [redacted] stationed in Hong Kong. He stated that the working relationship between the Hong Kong Police and our Legat's Office was outstanding. The Commissioner said that before our Legat's Office was opened in Hong Kong, Hong Kong was covered out of Tokyo and this arrangement was unsatisfactory because Tokyo is a long way from Hong Kong and communications aren't that good and it was extremely difficult to maintain a working relationship. He stated that he feels that he will have increased dealings in the criminal field with the FBI, mentioning theft of security cases particularly.

He stressed again and again the advantages of having a Legal Attache's Office in Hong Kong, the excellent relationship he enjoys with Legat Prechtel, and the need to have continuity, stating that it takes time to work up a good relationship. He went out of his way to comment on the excellent work Legat [redacted] was doing in Hong Kong for the FBI and the United States Government, that cooperation is a two-way street and it is working in Hong Kong.

With regard to Interpol, Commissioner Slevin stated he was delighted that the FBI sent Associate Director Callahan to attend. He stated unfortunately he did not meet Mr. Callahan at Cannes but this was due to the fact that he felt the Interpol convention was poorly run and meetings were scheduled in such a way that it was impossible to get around to see people you would really like to discuss matters with. In fact, he found it very difficult to cover much ground.

1 - Interpol File
RJG:ige (6)

CONTINUED - OVER

FBI/DOJ/UNIT

4 NOV 6 1974

94-1-2061-381

March 4, 1975

PERSONAL

Mr. Nicholas P. Callahan,
Federal Bureau of Investigation
Washington, D. C.

Dear Nick:

Please accept my warmest congratulations as you celebrate your Fortieth Anniversary of FBI service. This special day will bring you many congratulatory messages from your associates and on behalf of them, I wish to present your Forty-Year Service Award Key Cluster and watch.

In your varied assignments, you have intelligently and enthusiastically discharged your responsibilities and proven yourself to be a valuable member of the Bureau team. You have been closely associated with our most essential activities and have displayed exceptional judgment and initiative in fulfilling your duties, for this we are all very grateful.

It is difficult to adequately express how much your loyalty and devotion have meant to the Bureau and to me, but I do hope this award will serve to remind you of our confidence in your abilities and may you treasure it with the same degree of pride, which, I am sure, has characterized your many years of service.

With best wishes and kindest personal regards,

Sincerely,

H. Clarence

Clarence M. Kelley
Director

SENT FROM D. O.
TIME 11:00 AM
DATE 3-4-75
BY <i>Presented by Director</i>

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
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Inspection _____
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Laboratory _____
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Spec. Inv. _____
Training _____
Legal Coun. _____
Telephone Rm. _____
Director Sec'y _____

Enclosures (2)

[Redacted] (Sent Direct)

TEA:bla (4)

67-043961

MAIL ROOM ☒

TELETYPE UNIT ☐ (Salutation per file)

58

Based on memo Hunsinger-Walsh, TEA:smt, 2-10-75.

67-043961-509
5 1975 3

b6

NICHOLAS P. CALLAHAN

March 5, 1975

Assoc. Dir.	_____
Dep.-A.D.-Adm.	_____
Dep.-A.D.-Inv.	_____
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Telephone Rm.	_____
Director Sec'y	_____

Dear Clarence:

I want to thank you and the Executives Conference for the very finest of surfing rod and reel--needless to say. I am looking forward to using it and hopefully land some of those "biggies" for the Callahan clan to enjoy. Should my luck be real good, I'll bring some in for you and the Executives Conference to enjoy also.

Lil and [] were very pleased to be included in the ceremony in which you presented my cluster of keys and letter for my Fortieth Anniversary. The watch is beautiful and I shall wear it with much pride.

The Bureau has been my life and I know the last year and a half working so closely with you has meant a great deal to me. Despite your most generous remarks, I'll have you know my old size hat still fits.

Sincerely,

Nick

Mr. Clarence M. Kelley
Director
Federal Bureau of Investigation
Washington, D. C.

REC-137

67-043961-570
Searched
10 MAR 13 1975

4 MAR 17 1975

58

3/25

LAW OFFICES
SHOOK, HARDY & BACON
SUITE 1240
1776 K. STREET, N. W.
WASHINGTON, D. C. 20006

TELEPHONE
(202) 331-0787

March 20, 1975

Dep.-A.D.-Adm.	_____
Dep.-A.D.-Inv.	_____
Asst. Dir.:	
Admin.	_____
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Training	_____
Legal Coun.	_____
Telephone Rm.	_____
Director Sec'y	_____

KANSAS CITY OFFICE
915 GRAND AVENUE
KANSAS CITY, MISSOURI 64106
(816) 474-6550

Dear Clarence:

Nicholas P. Callahan

I appreciate so very much your kind note of the 18th. The opportunity to work with individuals within the Bureau such as yourself, Nick Callahan, Jim Adams, John Mintz, and Bob Gebhardt, to name just a few, was indeed a unique and challenging one.

I know that Bill Saxbe and the present Attorney General, Ed Levi, share your hopes and aspirations for the Bureau; and you may count on them for support in the years to come.

Again, Clarence, I can't tell you how much I appreciate your letter.

Sincerely yours,

The Honorable Clarence M. Kelley
Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

REC-59

77-130466-28

APR 1 1975

APR 16 1975

Mr. Kelley
Mr. Adams
Mr. Mintz
Mr. Gebhardt
Mr. Callahan
Mr. Saxbe
Mr. Levi
Mr. [unclear]

Mr. Kelley
Mr. Adams
Mr. Mintz
Mr. Gebhardt
Mr. Callahan
Mr. Saxbe
Mr. Levi
Mr. [unclear]

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. W. R. Wannall

DATE: 3/17/75

FROM : A. B. Fulton

SUBJECT: ~~DEFENSE PLANS~~
~~CHAIN OF COMMAND~~

BUREAU PLANS

OFFICE ADMINISTRATION

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: b6
Admin. _____
Comp. Syst. _____
Ext. Affairs _____
Files & Com. _____
Gen. Inv. _____
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Training _____
Telephone Rm. _____
Director Sec'y _____

The Office of Preparedness has previously requested that current information regarding Chain of Command be submitted, which we have done in the past. In addition, we have furnished the same information to the Attorney General and the Office of the Deputy Attorney General. In view of the recent changes in organization and personnel, the Bureau Chain of Command should be revised.

A proposed revised Bureau Chain of Command is set out below.

Associate Director
Assistant to the Director-
Deputy Associate Director
Assistant to the Director-
Deputy Associate Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director
Assistant Director, Quantico
(Designate)
Assistant Director, Los Angeles
Acting Assistant Director
New York
SAC, Dallas
SAC, Chicago

Nicholas P. Callahan

Thomas J. Jenkins

James B. Adams
William V. Cleveland
Robert E. Gebhardt
Briggs J. White
Eugene W. Walsh
W. Raymond Wannall
John A. Mintz
John J. McDermott
Harold N. Bassett
Andrew J. Decker, Jr.
Richard J. Gallagher
Richard H. Ash
Donald W. Moore, Jr.
William M. Mooney

APR 4 1975

William A. Sullivan

J. Wallace LaPrade
J. Gordon Shanklin
Richard G. Held

DBB:rfk
(4)

CONTINUED - OVER

4 APR 16 1975

REC-10
66-17386-343
APR 16 1975
J. Gordon Shanklin

Memorandum to Mr. W. R. Wannall
Re: Defense Plans
Chain of Command

Above listing of Headquarters Assistant Directors is based on their tenure in the position as Assistant Director. Selection of field personnel is based on ability to assume command of the FBI as well as the geographical location of the office.

ACTION:

Upon approval of the Chain of Command, IS-3 Section will furnish same to the Attorney General, Office of the Deputy Attorney General, and the Office of Preparedness. In addition, all officials designated to the succession list will be notified.

*Verot copy sent to
each Assistant
Assistant Director
by R/S 3/25/73
JRS*

*R.H.H. JBA
Pen*

used

[Signature]

FEDERAL BUREAU OF INVESTIGATION
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